

AREA MANAGEMENT EVALUATION

OFFICER SAFETY

CHP 453S (Rev. 6-06) OPI 009

AREA 720	DIVISION Coastal	NUMBER
EVALUATED BY Field Operations Unit		DATE August 27, 2008

INSTRUCTIONS: Indicate items reviewed by placing a check in the "Evaluated" box and/or the "Action Required" box. If this form is used as a Correction Report, the "Correction" box should be initialed and dated as deficiencies are corrected. Answer individual items with "yes" or "no" answers, or fill in the blanks as indicated. If additional comments are necessary, the information can be placed on the CHP 454, Area Management Evaluation Supplement. The Supplement should include significant findings, accomplishments or corrective actions, unresolved items, problems or progress, and the evaluator's overall impressions. This form can be completed in pen or pencil, and the Supplement can be handwritten if desired.

TYPE OF EVALUATION <input checked="" type="checkbox"/> Formal Evaluation <input type="checkbox"/> Informal Evaluation		SUSPENSE DATE	
FOLLOW-UP REQUIRED <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		COMMANDER'S REVIEW	DATE
BY			

1. COMMAND INVOLVEMENT

EVALUATED YES	ACTION REQUIRED NO	CORRECTED
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- a. Does the command emphasize importance of proper enforcement tactics to achieve the lowest possible incidence of injuries incurred by officers? ☒ Yes ☐ No
- (1) Does the commander stress importance of proper enforcement tactics, including use of force? ☒ Yes ☐ No
- (2) Does the safety record of the command reflect an awareness of proper tactics? ☒ Yes ☐ No
- (3) Do the officers' CHP 100 and CHP 118s, Performance Appraisals, contain comments on officer safety? ☒ Yes ☐ No
- b. Are the commander and lieutenants knowledgeable of enforcement tactics, physical methods of arrest, proper use of force, and the correct use of safety equipment? ☒ Yes ☐ No
- (1) Is this knowledge applied properly in critiques of incidents involving officers and sergeants? ☒ Yes ☐ No
- (2) Do the captain and lieutenants maintain a minimum level of enforcement skills? ☒ Yes ☐ No
- (a) Do they attend officer safety training sessions? ☒ Yes ☐ No
- (b) If they are not involved in officer safety, what are the reasons?

2. TRAINING AND CERTIFICATION

EVALUATED YES	ACTION REQUIRED YES	CORRECTED
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- a. Do training records indicate formal training has been received and certified? ☐ Yes ☒ No
- (1) Do records reflect annual certification of traffic officers and sergeants for proficiency in enforcement tactics, physical methods of arrest, and the proper use of safety equipment (use of force)? Have certifications been recorded for:
- (a) Searching techniques. ☒ Yes ☐ No
- (b) Handcuffing. ☒ Yes ☐ No
- (c) Use of safety equipment. ☒ Yes ☐ No
- (d) Suspect control. ☒ Yes ☐ No
- (e) High risk and felony stops. ☒ Yes ☐ No
- (f) Hostage control. ☒ Yes ☐ No
- (g) Prisoner transportation. ☒ Yes ☐ No
- (h) Radio control head operation. ☒ Yes ☐ No

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(2) Is the command dedicating enough time toward training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(a) Do training records reflect certifications for officers and sergeants are current?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
(b) Is there an established follow-up procedure to assure timely recertification of all officers and sergeants?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
b. Do Area supervisors review CHP 121s, CHP 121As, pursuit investigations, personnel complaints, and employ general observations to determine if proper enforcement tactics are being used in the Area?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(1) Are well-handled incidents recorded for future training purposes?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(2) Are use of force situations closely reviewed to ascertain if all uniformed personnel understand when, and what level of force, is justified?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(a) Does an examination of CHP 100, CHP 118s, and citizen complaints indicate a through review is being made?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(b) Do Area supervisors notify those officers who are not proficient and ensure refresher training is made available?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
c. Is refresher training required prior to certification?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(1) Are the number of training hours necessary to accomplish certification indicated on the CHP 270?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(a) Is any pattern of training weakness apparent?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(b) Have necessary remedial steps been taken to assure thorough and continuous proficiency in all categories?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
d. Does the command have an adequate number of instructors?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(1) Is instructor proficiency maintained?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(2) Has an individual been given responsibility for the program?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(a) Does that individual ensure the quality and level of proficiency is maintained?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(3) Are there adequate and properly maintained facilities and equipment available for officer safety training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(4) What is the quality and quantity of the training being given? Though the quality of training is sufficient, Area needs to develop a system to ensure all uniformed employee's attend mandatory training.			
(5) Have the supervisor and his/her alternate received proper training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
3. SAFETY EQUIPMENT	EVALUATED YES	ACTION REQUIRED NO	CORRECTED
a. Is Oleoresin Capsicum (OC) spray (pepper spray) carried by all uniformed personnel, captain and below, while on duty, in uniform?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(1) Is OC spray used when the need is indicated? Are notations made on booking sheets when OC spray is utilized to subdue a subject?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(2) When an officer is assaulted and an injury occurs, are the supervisors noting the use/nonuse of OC spray on the CHP 121?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(3) Are individuals who are exposed to OC spray decontaminated by flushing the affected area with clear water within 30 minutes?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	

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(a) Do Area patrol cars carry at least two 500 mil. bottles of saline solution?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Are officers/sergeants familiar with the decontamination and first-aid procedure?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Are officers/sergeants familiar with the function of their duty holsters?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Can officers/sergeants draw and fire their weapon, re-holster and without looking at the holster, fasten the safety strap with one hand?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Can officers and sergeants draw and fire their weapons within one and a half seconds, using one hand?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Is there personal confirmation by the testing officer that all weapons are unloaded prior to holster-related exercises?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Are officers/sergeants proficient in reloading their weapons?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
d. Do officers/sergeants routinely practice with their batons?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do officers/sergeants carry their batons on all enforcement stops?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Can officers/sergeants successfully demonstrate approved baton techniques?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
e. Do all uniformed personnel wear body armor?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Were required reports submitted to Supply Services Unit, per policy, for any incidents where body armor was struck by a bullet or other penetrating type instrument?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) If so, did the involved officer receive a complete physical examination?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
f. Are holsters, ammunition, magazines, magazine pouches, handcuffs, handcuff case, and OC spray projectors inspected in conjunction with the annual performance appraisal?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(1) Do CHP 311 forms indicate compliance?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(2) Were deficiencies corrected within 30 days of the inspection?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
4. FIREARMS	EVALUATED YES	ACTION REQUIRED YES
a. Has the requirement for quarterly review of policy regulating discharge of firearms been compiled with?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do officers thoroughly understand the policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Do incidents involving firearms show proper understanding of the policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Are shoots conducted as required by policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Have steps been taken to correct training deficiencies?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are weapons training and maintenance records readily available? Current?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Do training records show qualification with all authorized weapons, day/night shoots, etc.?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Does the Area have a range officer?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Has the officer completed Academy training for range officers?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Does the officer supervise all shoots?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Is the officer well-organized in his/her training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) Is there a designated alternate to the range officer?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Has that officer received Academy training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

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d. Are range facilities adequate for pistol, rifle, shotgun and night shoots?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) If not, has alternate training been established and plans developed to obtain adequate facilities?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Do plans follow instructions for range contract renegotiations?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Have future range needs been considered?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
e. Is an effective and efficient inventory process for shotguns, rifles, and ammunition in place?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Have shotguns been inventoried as required?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Are all shotguns accounted for?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Is maintenance/cleaning done as required?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Are shotguns fired annually to ensure operable condition?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Have tactical rifles been inventoried as required?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Are all tactical rifles accounted for?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Is maintenance/cleaning done as required?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Is there adequate storage when the weapons are not being carried by on-duty officers?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(d) Is there an effective method for assignment and control?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Is there a procedure in place to periodically audit ammunition? Are the following steps in the audit process taken?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Beginning inventory determined?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Has the total amount of ammunition ordered by requisition as well as returned (unused) ammunition been determined?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Has the total rounds issued per ammunition records been determined?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(d) Has a physical inventory of ammunition been taken?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(e) Has the physical count been compared to the balance on hand according to the inventory record?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(f) Have rounds issued per training records been compared to rounds fired per shooting rosters?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(g) Has the mathematical accuracy of the inventory records been tested?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(h) When ammunition orders are received from Supply Services Unit, is the merchandise inspected, quantities checked against the packing/shipping documents, exceptions noted, and receipt acknowledged immediately upon delivery?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
f. Is policy adhered to requiring firearms not to be drawn, loaded, or unloaded except in the clearing tube?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Does location of the clearing tube(s) provide safety to personnel in or about the office in the event of an accidental discharge?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
g. Are weapons training records maintained as required per policy? Has record reliability been determined by testing the accuracy of the following recorded information?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do the dates recorded on the various records correspond to the actual date training was conducted?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Do training dates correspond to the activity information on the employee's CHP 415?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

(3) Do training dates closely correspond to the dates ammunition was issued for training (per inventory records)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) Was ammunition issued for training (per inventory records) compared with the actual amount expended (per the shooting roster)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Once done, was the disposition of any unused ammunition verified for those training days tested?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(5) Are records kept updated as training takes place?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(6) Is training recorded on the employee's CHP 270 and in ETRS?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(7) Is required information recorded in accordance with established guidelines and instructions?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(8) Is a roster maintained for each shoot which includes all pertinent information (type of shoot, scores, date, etc.)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
h. Is there a procedure in place which ensures the person processing the ammunition requisition is not involved with the receiving and recording of ammunition inventory?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Is a similar procedure in place which ensures the person recording weapons training information is not involved with handling and recording ammunition?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Is access to the ammunition storage and inventory records limited to the ammunition officer and supervisor or backup employee?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
i. If Area has a resident post (RP), what procedures are used to ensure weapons training of RP officers?		
(1) If RP handles ammunition, are proper accountability procedures in place?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
j. Are required inspections conducted in conjunction with the annual CHP 118?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Is a second inspection of the primary firearm conducted every six months?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
5. PHYSICAL METHODS OF ARREST	EVALUATED YES	ACTION REQUIRED NO
a. Do officers practice weaponless defense?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are officers familiar with the opponent's five weakest points?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Have officers with previous assault injuries thoroughly familiarized themselves with weaponless defense?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Were demonstrations of the following control techniques by officers observed:		
(1) Control holds.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Punches.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Strikes.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) Blocks.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(5) Defensive kicks.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(6) Defenses against grabs.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(7) Defenses against weapons.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(8) Ground defense and takedowns.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(9) Placing and removing suspects into and from vehicles.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

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c. Were observations of practical handcuffing techniques made?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Can officers successfully apply handcuffs to a suspect who is standing, kneeling, prone, or uncooperative?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are all uniformed personnel knowledgeable of departmental policy on handcuffing?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
d. Are all persons subjected to physical arrest searched for offensive weapons?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Has the local jail's experience with CHP arrests been reviewed?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Has a practical demonstration of preliminary frisks and thorough searches been observed?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Do all officers know guidelines pertaining to searches of the opposite sex as outlined in policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
6. ENFORCEMENT TACTICS	EVALUATED YES	ACTION REQUIRED NO
a. Do sergeants and officers have knowledge of proper procedures which should be followed during each of the five options of an enforcement stop?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Do officers have a constant awareness of their personal safety during enforcement stops and when apprehending suspected or known criminals?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Were demonstrations of an enforcement stop observed which show the officers' ability to safely control the situation at all times regardless of the level of hazard presented?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Is the violator stop effectively made?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Is the violator completely controlled?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Is the prisoner properly prepared for transportation?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Is there evidence of pre-planning and coordination with allied agencies to prepare beat officers for hostage situations?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do officers understand their role is limited to containment of the incident until relieved by the authority having jurisdiction?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are officers aware of the need to maintain fire discipline at all times?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Are officers knowledgeable of their responsibility to detain potential witnesses, control ingress and egress to the scene, evacuate the area if required, and render necessary medical aid?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) Were various officers and supervisors questioned to determine their knowledge of the CHP role in hostage incidents?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
7. PURSUITS	EVALUATED YES	ACTION REQUIRED NO
a. Are all uniformed personnel well-versed in policy regarding the conduct of pursuits?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Number of units?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) When to discontinue?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Were pursuit critiques checked to determine if the pursuits comply with enforcement guidelines listed in policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Where noncompliance is indicated, were corrective actions taken?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Does the Area have written guidelines or plans to ensure proper coordination with allied agencies during pursuits?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

(1) Are any written agreements on file?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
(2) Is Division involved in the planning process?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
(3) Does the Area have and use a pursuit training guide tailored to the specific needs of the command?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
8. FORCIBLE STOPS	<table border="1"> <tr> <td>EVALUATED YES</td> <td>ACTION REQUIRED NO</td> <td>CORRECTED</td> </tr> </table>	EVALUATED YES	ACTION REQUIRED NO	CORRECTED
EVALUATED YES	ACTION REQUIRED NO	CORRECTED		
a. Are Area personnel knowledgeable regarding the policy on forcible stops?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
(1) Does the Area follow departmental policy?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
(2) Have forcible stop reports been reviewed for compliance with policy?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
(a) If forcible stop policy has not been complied with, has corrective action been taken or training conducted?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
9. ROADBLOCKS	<table border="1"> <tr> <td>EVALUATED YES</td> <td>ACTION REQUIRED NO</td> <td>CORRECTED</td> </tr> </table>	EVALUATED YES	ACTION REQUIRED NO	CORRECTED
EVALUATED YES	ACTION REQUIRED NO	CORRECTED		
a. Has the Area worked with allied agencies to develop plans for establishing roadblocks and deployment of the hollow spike strip?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
(1) Are strategic points and personnel assignments outlined?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
(2) Have the officers received instructions on the proper methods of establishing roadblocks?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
(3) Have interagency training sessions been conducted?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
10. RADIO FAMILIARIZATION	<table border="1"> <tr> <td>EVALUATED YES</td> <td>ACTION REQUIRED NO</td> <td>CORRECTED</td> </tr> </table>	EVALUATED YES	ACTION REQUIRED NO	CORRECTED
EVALUATED YES	ACTION REQUIRED NO	CORRECTED		
a. Are officers familiar with all aspects of the radio control head?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
b. Can officers demonstrate how to change the radio from their home Area to another Area/Division?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
c. Can officers efficiently operate all emergency equipment from the radio head?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			

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AREA MONTEREY AREA	DIVISION COASTAL	NUMBER
EVALUATED BY FIELD OPERATIONS		DATE 09/22/2008

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FOLLOW-UP REQUIRED <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Correction Report BY _____	COMMANDER'S REVIEW DATE _____

COMMAND INVOLVEMENT

	EVALUATED YES	ACTION REQUIRED NO	CORRECTED
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TRAINING AND CERTIFICATION

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(2) Is the command dedicating enough time toward training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
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b. Do Area supervisors review CHP 121s, CHP 121As, pursuit investigations, personnel complaints, and employ general observations to determine if proper enforcement tactics are being used in the Area?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are well-handled incidents recorded for future training purposes?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are use of force situations closely reviewed to ascertain if all uniformed personnel understand when, and what level of force, is justified?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Does an examination of CHP 100, CHP 118s, and citizen complaints indicate a through review is being made?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Do Area supervisors notify those officers who are not proficient and ensure refresher training is made available?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Is refresher training required prior to certification?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are the number of training hours necessary to accomplish certification indicated on the CHP 270?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Is any pattern of training weakness apparent?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(b) Have necessary remedial steps been taken to assure thorough and continuous proficiency in all categories?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
d. Does the command have an adequate number of instructors?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Is instructor proficiency maintained?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Has an individual been given responsibility for the program?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Does that individual ensure the quality and level of proficiency is maintained?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Are there adequate and properly maintained facilities and equipment available for officer safety training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) What is the quality and quantity of the training being given? THE MONTEREY AREA ENSURES DEPARTMENTAL POLICY IS ADHERED TO WITH REGARDS TO THE QUALITY OF TRAINING RECEIVED.		

(5) Have the supervisor and his/her alternate received proper training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
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SAFETY EQUIPMENT	EVALUATED YES	ACTION REQUIRED YES	CORRECTED
a. Is Oleoresin Capsicum (OC) spray (pepper spray) carried by all uniformed personnel, captain and below, while on duty, in uniform?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(1) Is OC spray used when the need is indicated? Are notations made on booking sheets when OC spray is utilized to subdue a subject?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(2) When an officer is assaulted and an injury occurs, are the supervisors noting the use/nonuse of OC spray on the CHP 121?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(3) Are individuals who are exposed to OC spray decontaminated by flushing the affected area with clear water within 30 minutes?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

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(a) Do Area patrol cars carry at least two 500 mil. bottles of saline solution?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Are officers/sergeants familiar with the decontamination and first-aid procedure?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Are officers/sergeants familiar with the function of their duty holsters?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Can officers/sergeants draw and fire their weapon, re-holster and without looking at the holster, fasten the safety strap with one hand?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Can officers and sergeants draw and fire their weapons within one and a half seconds, using one hand?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Is there personal confirmation by the testing officer that all weapons are unloaded prior to holster-related exercises?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Are officers/sergeants proficient in reloading their weapons?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
d. Do officers/sergeants routinely practice with their batons?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do officers/sergeants carry their batons on all enforcement stops?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Can officers/sergeants successfully demonstrate approved baton techniques?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
e. Do all uniformed personnel wear body armor?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Were required reports submitted to Supply Services Unit, per policy, for any incidents where body armor was struck by a bullet or other penetrating type instrument?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) If so, did the involved officer receive a complete physical examination?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
f. Are holsters, ammunition, magazines, magazine pouches, handcuffs, handcuff case, and OC spray projectors inspected in conjunction with the annual performance appraisal?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(1) Do CHP 311 forms indicate compliance?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Were deficiencies corrected within 30 days of the inspection?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

FIREARMS	EVALUATED YES	ACTION REQUIRED YES	CORRECTED
a. Has the requirement for quarterly review of policy regulating discharge of firearms been compiled with?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(1) Do officers thoroughly understand the policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(a) Do incidents involving firearms show proper understanding of the policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
b. Are shoots conducted as required by policy?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
(1) Have steps been taken to correct training deficiencies?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(2) Are weapons training and maintenance records readily available? Current?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(3) Do training records show qualification with all authorized weapons, day/night shoots, etc.?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
c. Does the Area have a range officer?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(1) Has the officer completed Academy training for range officers?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(2) Does the officer supervise all shoots?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(3) Is the officer well-organized in his/her training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(4) Is there a designated alternate to the range officer?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(a) Has that officer received Academy training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	

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d. Are range facilities adequate for pistol, rifle, shotgun and night shoots?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) If not, has alternate training been established and plans developed to obtain adequate facilities?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Do plans follow instructions for range contract renegotiations?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Have future range needs been considered?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
e. Is an effective and efficient inventory process for shotguns, rifles, and ammunition in place?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Have shotguns been inventoried as required?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Are all shotguns accounted for?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Is maintenance/cleaning done as required?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Are shotguns fired annually to ensure operable condition?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Have tactical rifles been inventoried as required?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Are all tactical rifles accounted for?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Is maintenance/cleaning done as required?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Is there adequate storage when the weapons are not being carried by on-duty officers?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(d) Is there an effective method for assignment and control?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Is there a procedure in place to periodically audit ammunition? Are the following steps in the audit process taken?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Beginning inventory determined?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Has the total amount of ammunition ordered by requisition as well as returned (unused) ammunition been determined?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Has the total rounds issued per ammunition records been determined?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(d) Has a physical inventory of ammunition been taken?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(e) Has the physical count been compared to the balance on hand according to the inventory record?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(f) Have rounds issued per training records been compared to rounds fired per shooting rosters?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(g) Has the mathematical accuracy of the inventory records been tested?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(h) When ammunition orders are received from Supply Services Unit, is the merchandise inspected, quantities checked against the packing/shipping documents, exceptions noted, and receipt acknowledged immediately upon delivery?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
f. Is policy adhered to requiring firearms not to be drawn, loaded, or unloaded except in the clearing tube?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Does location of the clearing tube(s) provide safety to personnel in or about the office in the event of an accidental discharge?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
g. Are weapons training records maintained as required per policy? Has record reliability been determined by testing the accuracy of the following recorded information?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do the dates recorded on the various records correspond to the actual date training was conducted?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Do training dates correspond to the activity information on the employee's CHP 415?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

(3) Do training dates closely correspond to the dates ammunition was issued for training (per inventory records)?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(4) Was ammunition issued for training (per inventory records) compared with the actual amount expended (per the shooting roster)?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(a) Once done, was the disposition of any unused ammunition verified for those training days tested?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(5) Are records kept updated as training takes place?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(6) Is training recorded on the employee's CHP 270 and in ETRS?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(7) Is required information recorded in accordance with established guidelines and instructions?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(8) Is a roster maintained for each shoot which includes all pertinent information (type of shoot, scores, date, etc.)?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
h. Is there a procedure in place which ensures the person processing the ammunition requisition is not involved with the receiving and recording of ammunition inventory?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(1) Is a similar procedure in place which ensures the person recording weapons training information is not involved with handling and recording ammunition?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(2) Is access to the ammunition storage and inventory records limited to the ammunition officer and supervisor or backup employee?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
i. If Area has a resident post (RP), what procedures are used to ensure weapons training of RP officers? OFFICERS ARE INCLUDED IN THE AREA'S MONTHLY TRAININGS.	
(1) If RP handles ammunition, are proper accountability procedures in place?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
j. Are required inspections conducted in conjunction with the annual CHP 118?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(1) Is a second inspection of the primary firearm conducted every six months?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

PHYSICAL METHODS OF ARREST	EVALUATED YES	ACTION REQUIRED NO	CORRECTED
a. Do officers practice weaponless defense?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(1) Are officers familiar with the opponent's five weakest points?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(2) Have officers with previous assault injuries thoroughly familiarized themselves with weaponless defense?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
b. Were demonstrations of the following control techniques by officers observed:			
(1) Control holds.			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(2) Punches.			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(3) Strikes.			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(4) Blocks.			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(5) Defensive kicks.			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(6) Defenses against grabs.			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(7) Defenses against weapons.			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(8) Ground defense and takedowns.			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(9) Placing and removing suspects into and from vehicles.			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

c. Were observations of practical handcuffing techniques made? ☒ Yes ☐ No

(1) Can officers successfully apply handcuffs to a suspect who is standing, kneeling, prone, or uncooperative? ☒ Yes ☐ No

(2) Are all uniformed personnel knowledgeable of departmental policy on handcuffing? ☒ Yes ☐ No

d. Are all persons subjected to physical arrest searched for offensive weapons? ☒ Yes ☐ No

(1) Has the local jail's experience with CHP arrests been reviewed? ☒ Yes ☐ No

(2) Has a practical demonstration of preliminary frisks and thorough searches been observed? ☒ Yes ☐ No

(3) Do all officers know guidelines pertaining to searches of the opposite sex as outlined in policy? ☒ Yes ☐ No

ENFORCEMENT TACTICS

EVALUATED

YES

ACTION REQUIRED

NO

CORRECTED

a. Do sergeants and officers have knowledge of proper procedures which should be followed during each of the five options of an enforcement stop? ☒ Yes ☐ No

b. Do officers have a constant awareness of their personal safety during enforcement stops and when apprehending suspected or known criminals? ☒ Yes ☐ No

(1) Were demonstrations of an enforcement stop observed which show the officers' ability to safely control the situation at all times regardless of the level of hazard presented? ☒ Yes ☐ No

(a) Is the violator stop effectively made? ☒ Yes ☐ No

(b) Is the violator completely controlled? ☒ Yes ☐ No

(c) Is the prisoner properly prepared for transportation? ☒ Yes ☐ No

c. Is there evidence of pre-planning and coordination with allied agencies to prepare beat officers for hostage situations? ☒ Yes ☐ No

(1) Do officers understand their role is limited to containment of the incident until relieved by the authority having jurisdiction? ☒ Yes ☐ No

(2) Are officers aware of the need to maintain fire discipline at all times? ☒ Yes ☐ No

(3) Are officers knowledgeable of their responsibility to detain potential witnesses, control ingress and egress to the scene, evacuate the area if required, and render necessary medical aid? ☒ Yes ☐ No

(4) Were various officers and supervisors questioned to determine their knowledge of the CHP role in hostage incidents? ☒ Yes ☐ No

PURSUIITS

EVALUATED

YES

ACTION REQUIRED

NO

CORRECTED

a. Are all uniformed personnel well-versed in policy regarding the conduct of pursuits? ☒ Yes ☐ No

(1) Number of units? ☒ Yes ☐ No

(2) When to discontinue? ☒ Yes ☐ No

(3) Were pursuit critiques checked to determine if the pursuits comply with enforcement guidelines listed in policy? ☒ Yes ☐ No

(a) Where noncompliance is indicated, were corrective actions taken? ☒ Yes ☐ No

b. Does the Area have written guidelines or plans to ensure proper coordination with allied agencies during pursuits? ☒ Yes ☐ No

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(1) Are any written agreements on file?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(2) Is Division involved in the planning process?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(3) Does the Area have and use a pursuit training guide tailored to the specific needs of the command?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
FORCIBLE STOPS	EVALUATED YES	ACTION REQUIRED NO
a. Are Area personnel knowledgeable regarding the policy on forcible stops?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Does the Area follow departmental policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Have forcible stop reports been reviewed for compliance with policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) If forcible stop policy has not been complied with, has corrective action been taken or training conducted?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
ROADBLOCKS	EVALUATED YES	ACTION REQUIRED NO
a. Has the Area worked with allied agencies to develop plans for establishing roadblocks and deployment of the hollow spike strip?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are strategic points and personnel assignments outlined?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Have the officers received instructions on the proper methods of establishing roadblocks?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Have interagency training sessions been conducted?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
RADIO FAMILIARIZATION	EVALUATED YES	ACTION REQUIRED NO
a. Are officers familiar with all aspects of the radio control head?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Can officers demonstrate how to change the radio from their home Area to another Area/Division?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Can officers efficiently operate all emergency equipment from the radio head?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

On September 22, 2008 Coastal Division training unit conducted a formal Chapter 17 Management evaluation.

1. COMMAND INVOLVEMENT:

- a. The Monterey Area command emphasizes the importance of proper enforcement tactics as a means toward lowering incidences of occupational injuries.
- (3.) A random check of 5 officers revealed that the command ensures that at least one officer safety related comment is included on all monthly CHP 100 forms and CHP 118 evaluations.

2. TRAINING AND CERTIFICATION:

- a. The Area's training records were evaluated and reflected that the required training for most officers and sergeants has been properly conducted.
During the course of the audit, it was discovered that Officer Russell temporarily assigned to backgrounds and Sergeant Jared showed a pattern of deficiencies in training. Officer Art Carbonel, Area training officer provided e-mails to Sergeant Jared and Officer Russell. At the time of our audit neither, Sergeant Jared or Officer Russell has completed the required make-up training and is currently deficient in numerous areas. There was some question from the Area training unit as to the responsibility for departmental training as pertained to Officer Russell. **Refer to Item #1.**
 - (1). Each year, all officers and sergeants are certified in OST/PMA by the 4th quarter Area training day. If an employee is not present during the required certification, a deficiency list is completed and those employees are scheduled for a make up training day. During this inspection, we discovered all officers and sergeants were already certified prior to the end of the year.
- c. Refresher training in a scenario format has been provided by the area prior to OST/PMA certification.
- d. The Monterey Area currently has nine certified OST/PMA instructors and four certified Division Associate OST/PMA instructors. A supervisor is present at all certification sessions to ensure quality and quantity of training.

3. SAFETY EQUIPMENT:

- a. All uniformed employees carry the Oleoresin Capsicum (OC) spray while on duty. Each employee has been provided the necessary follow up training as to the departmental policy in regards to the discharge of and the reporting of the OC spray.
- e. All uniformed employees wear soft body armor as required by policy. The Area has four employees with expired vests. The area has submitted purchase orders to replace the employees vest and is currently waiting for the vests to arrive.
- f. During the inspection, it was noted that several 311 inspections were not completed to date and noted in ETRS per HPM 11.2, 10-1. **Refer to Item #2.**

4. FIREARMS:

- b. After an examination of the areas Monthly Pistol, Rifle and Shotgun shoots, it was determined that a few employees had failed to complete all required shoots to date. **Refer to Item #3.**
- d. The Area has access to one range facility that enables them to shoot pistol, rifle, and shotgun per policy.
- f. Policy is adhered to in regards to the loading and unloading of firearms utilizing the clearing tube.
- h. The Area follows proper policy and procedure when a supply of ammunition is received. As well as issuing ammunition for range training. An officer and Sergeant check the ammunition into the armory when the quarterly order arrives. Additionally, an officer and a Sergeant complete a quarterly audit of all ammunition.

5. PHYSICAL METHODS OF ARREST:

- a. During the Chapter 17 inspection at the Monterey Area, Officer Jamie Orlett observed the officers perform handcuffing techniques. All techniques were conducted within departmental standards.

Officer A. Ticar #17575 demonstrated a Twist Lock technique and a Full Search. He did an **outstanding job** and required no assistance.

- b. Officer Hedayattzadeh #18433 and Officer P. Gullick #18294 completed a Felony Car Stop scenario. Officer Gullick use an approved Felony Kneeling technique (due to suspect in uniform) to handcuff the subject. Officer Gullick did an **outstanding job**. Partner Officer Hedayattzadeh showed **excellent** communication, radio operations, and mussel awareness.

EVALUATION: It is apparent Monterey Area takes PMA/OST seriously and their officers were well versed in PMA and weaponless defense as outlined in HPM 70.6

6. ENFORCEMENT TACTICS:

- a. During OST/PMA certifications, an Area sergeant observed the officers Practicing handcuffing techniques. All techniques were conducted within Departmental standards.

7. PURSUITS:

- a. All uniformed employees have received required quarterly training regarding Pursuits. All Officers' questioned, were able to provide proper responses in regards to the Department's pursuit policy.

8. RADIO FAMILIARIZATION:

- a. All officers questioned demonstrated excellent knowledge of radio control head usage.

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AREA MANAGEMENT EVALUATION
OFFICER SAFETY

CHP 453S (Rev. 6-06) OPI 009

AREA King City	DIVISION Coastal	NUMBER 735
EVALUATED BY FIELD OPERATIONS UNIT		DATE 10/08/2008

INSTRUCTIONS: Indicate items reviewed by placing a check in the "Evaluated" box and/or the "Action Required" box. If this form is used as a Correction Report, the "Correction" box should be initialed and dated as deficiencies are corrected. Answer individual items with "yes" or "no" answers, or fill in the blanks as indicated. If additional comments are necessary, the information can be placed on the CHP 454, Area Management Evaluation Supplement. The Supplement should include significant findings, accomplishments or corrective actions, unresolved items, problems or progress, and the evaluator's overall impressions. This form can be completed in pen or pencil, and the Supplement can be handwritten if desired.

TYPE OF EVALUATION <input checked="" type="checkbox"/> Formal Evaluation <input type="checkbox"/> Informal Evaluation		SUSPENSE DATE	
FOLLOW-UP REQUIRED <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Correction Report BY _____	COMMANDER'S REVIEW DATE _____
1. COMMAND INVOLVEMENT		EVALUATED YES	ACTION REQUIRED NO CORRECTED

a. Does the command emphasize importance of proper enforcement tactics to achieve the lowest possible incidence of injuries incurred by officers?

☒ Yes ☐ No

(1) Does the commander stress importance of proper enforcement tactics, including use of force?

☒ Yes ☐ No

(2) Does the safety record of the command reflect an awareness of proper tactics?

☒ Yes ☐ No

(3) Do the officers' CHP 100 and CHP 118s, Performance Appraisals, contain comments on officer safety?

☒ Yes ☐ No

b. Are the commander and lieutenants knowledgeable of enforcement tactics, physical methods of arrest, proper use of force, and the correct use of safety equipment?

☒ Yes ☐ No

(1) Is this knowledge applied properly in critiques of incidents involving officers and sergeants?

☒ Yes ☐ No

(2) Do the captain and lieutenants maintain a minimum level of enforcement skills?

☒ Yes ☐ No

(a) Do they attend officer safety training sessions?

☒ Yes ☐ No

(b) If they are not involved in officer safety, what are the reasons?

2. TRAINING AND CERTIFICATION

EVALUATED YES	ACTION REQUIRED YES	CORRECTED
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a. Do training records indicate formal training has been received and certified?

☐ Yes ☒ No

(1) Do records reflect annual certification of traffic officers and sergeants for proficiency in enforcement tactics, physical methods of arrest, and the proper use of safety equipment (use of force)? Have certifications been recorded for:

(a) Searching techniques.

☒ Yes ☐ No

(b) Handcuffing.

☒ Yes ☐ No

(c) Use of safety equipment.

☒ Yes ☐ No

(d) Suspect control.

☒ Yes ☐ No

(e) High risk and felony stops.

☒ Yes ☐ No

(f) Hostage control.

☒ Yes ☐ No

(g) Prisoner transportation.

☒ Yes ☐ No

(h) Radio control head operation.

☒ Yes ☐ No

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(2) Is the command dedicating enough time toward training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Do training records reflect certifications for officers and sergeants are current?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Is there an established follow-up procedure to assure timely recertification of all officers and sergeants?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Do Area supervisors review CHP 121s, CHP 121As, pursuit investigations, personnel complaints, and employ general observations to determine if proper enforcement tactics are being used in the Area?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are well-handled incidents recorded for future training purposes?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are use of force situations closely reviewed to ascertain if all uniformed personnel understand when, and what level of force, is justified?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Does an examination of CHP 100, CHP 118s, and citizen complaints indicate a through review is being made?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Do Area supervisors notify those officers who are not proficient and ensure refresher training is made available?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Is refresher training required prior to certification?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are the number of training hours necessary to accomplish certification indicated on the CHP 270?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Is any pattern of training weakness apparent?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Have necessary remedial steps been taken to assure thorough and continuous proficiency in all categories?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the command have an adequate number of instructors?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Is instructor proficiency maintained?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Has an individual been given responsibility for the program?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Does that individual ensure the quality and level of proficiency is maintained?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Are there adequate and properly maintained facilities and equipment available for officer safety training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) What is the quality and quantity of the training being given? The quality of training is good. It might be beneficial to have PMA refresher training mid-year to ensure parishable skills are not lost.		
(5) Have the supervisor and his/her alternate received proper training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
3. SAFETY EQUIPMENT	EVALUATED YES	ACTION REQUIRED NO
a. Is Oleoresin Capsicum (OC) spray (pepper spray) carried by all uniformed personnel, captain and below, while on duty, in uniform?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Is OC spray used when the need is indicated? Are notations made on booking sheets when OC spray is utilized to subdue a subject?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) When an officer is assaulted and an injury occurs, are the supervisors noting the use/nonuse of OC spray on the CHP 121?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Are individuals who are exposed to OC spray decontaminated by flushing the affected area with clear water within 30 minutes?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

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(a) Do Area patrol cars carry at least two 500 mil. bottles of saline solution?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Are officers/sergeants familiar with the decontamination and first-aid procedure?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Are officers/sergeants familiar with the function of their duty holsters?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Can officers/sergeants draw and fire their weapon, re-holster and without looking at the holster, fasten the safety strap with one hand?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Can officers and sergeants draw and fire their weapons within one and a half seconds, using one hand?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Is there personal confirmation by the testing officer that all weapons are unloaded prior to holster-related exercises?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Are officers/sergeants proficient in reloading their weapons?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
d. Do officers/sergeants routinely practice with their batons?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do officers/sergeants carry their batons on all enforcement stops?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Can officers/sergeants successfully demonstrate approved baton techniques?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
e. Do all uniformed personnel wear body armor?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Were required reports submitted to Supply Services Unit, per policy, for any incidents where body armor was struck by a bullet or other penetrating type instrument?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) If so, did the involved officer receive a complete physical examination?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
f. Are holsters, ammunition, magazines, magazine pouches, handcuffs, handcuff case, and OC spray projectors inspected in conjunction with the annual performance appraisal?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do CHP 311 forms indicate compliance?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Were deficiencies corrected within 30 days of the inspection?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
4. FIREARMS	EVALUATED YES	ACTION REQUIRED YES
a. Has the requirement for quarterly review of policy regulating discharge of firearms been compiled with?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do officers thoroughly understand the policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Do incidents involving firearms show proper understanding of the policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Are shoots conducted as required by policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Have steps been taken to correct training deficiencies?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are weapons training and maintenance records readily available? Current?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Do training records show qualification with all authorized weapons, day/night shoots, etc.?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
c. Does the Area have a range officer?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Has the officer completed Academy training for range officers?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Does the officer supervise all shoots?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Is the officer well-organized in his/her training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) Is there a designated alternate to the range officer?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Has that officer received Academy training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

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d. Are range facilities adequate for pistol, rifle, shotgun and night shoots? ☒ Yes ☐ No

(1) If not, has alternate training been established and plans developed to obtain adequate facilities? ☒ Yes ☐ No

(a) Do plans follow instructions for range contract renegotiations? ☒ Yes ☐ No

(b) Have future range needs been considered? ☒ Yes ☐ No

e. Is an effective and efficient inventory process for shotguns, rifles, and ammunition in place? ☒ Yes ☐ No

(1) Have shotguns been inventoried as required? ☒ Yes ☐ No

(a) Are all shotguns accounted for? ☒ Yes ☐ No

(b) Is maintenance/cleaning done as required? ☒ Yes ☐ No

(c) Are shotguns fired annually to ensure operable condition? ☒ Yes ☐ No

(2) Have tactical rifles been inventoried as required? ☒ Yes ☐ No

(a) Are all tactical rifles accounted for? ☒ Yes ☐ No

(b) Is maintenance/cleaning done as required? ☒ Yes ☐ No

(c) Is there adequate storage when the weapons are not being carried by on-duty officers? ☒ Yes ☐ No

(d) Is there an effective method for assignment and control? ☒ Yes ☐ No

(3) Is there a procedure in place to periodically audit ammunition? Are the following steps in the audit process taken? ☒ Yes ☐ No

(a) Beginning inventory determined? ☒ Yes ☐ No

(b) Has the total amount of ammunition ordered by requisition as well as returned (unused) ammunition been determined? ☒ Yes ☐ No

(c) Has the total rounds issued per ammunition records been determined? ☒ Yes ☐ No

(d) Has a physical inventory of ammunition been taken? ☒ Yes ☐ No

(e) Has the physical count been compared to the balance on hand according to the inventory record? ☒ Yes ☐ No

(f) Have rounds issued per training records been compared to rounds fired per shooting rosters? ☒ Yes ☐ No

(g) Has the mathematical accuracy of the inventory records been tested? ☒ Yes ☐ No

(h) When ammunition orders are received from Supply Services Unit, is the merchandise inspected, quantities checked against the packing/shipping documents, exceptions noted, and receipt acknowledged immediately upon delivery? ☒ Yes ☐ No

f. Is policy adhered to requiring firearms not to be drawn, loaded, or unloaded except in the clearing tube? ☒ Yes ☐ No

(1) Does location of the clearing tube(s) provide safety to personnel in or about the office in the event of an accidental discharge? ☒ Yes ☐ No

g. Are weapons training records maintained as required per policy? Has record reliability been determined by testing the accuracy of the following recorded information? ☒ Yes ☐ No

(1) Do the dates recorded on the various records correspond to the actual date training was conducted? ☒ Yes ☐ No

(2) Do training dates correspond to the activity information on the employee's CHP 415? ☒ Yes ☐ No

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(3) Do training dates closely correspond to the dates ammunition was issued for training (per inventory records)? ☒ Yes ☐ No

(4) Was ammunition issued for training (per inventory records) compared with the actual amount expended (per the shooting roster)? ☒ Yes ☐ No

(a) Once done, was the disposition of any unused ammunition verified for those training days tested? ☒ Yes ☐ No

(5) Are records kept updated as training takes place? ☒ Yes ☐ No

(6) Is training recorded on the employee's CHP 270 and in ETRS? ☒ Yes ☐ No

(7) Is required information recorded in accordance with established guidelines and instructions? ☒ Yes ☐ No

(8) Is a roster maintained for each shoot which includes all pertinent information (type of shoot, scores, date, etc.)? ☒ Yes ☐ No

h. Is there a procedure in place which ensures the person processing the ammunition requisition is not involved with the receiving and recording of ammunition inventory? ☒ Yes ☐ No

(1) Is a similar procedure in place which ensures the person recording weapons training information is not involved with handling and recording ammunition? ☒ Yes ☐ No

(2) Is access to the ammunition storage and inventory records limited to the ammunition officer and supervisor or backup employee? ☒ Yes ☐ No

i. If Area has a resident post (RP), what procedures are used to ensure weapons training of RP officers?

(1) If RP handles ammunition, are proper accountability procedures in place? ☐ Yes ☐ No

j. Are required inspections conducted in conjunction with the annual CHP 118? ☒ Yes ☐ No

(1) Is a second inspection of the primary firearm conducted every six months? ☒ Yes ☐ No

5. PHYSICAL METHODS OF ARREST

EVALUATED
YES

ACTION REQUIRED
NO

CORRECTED

a. Do officers practice weaponless defense? ☒ Yes ☐ No

(1) Are officers familiar with the opponent's five weakest points? ☒ Yes ☐ No

(2) Have officers with previous assault injuries thoroughly familiarized themselves with weaponless defense? ☒ Yes ☐ No

b. Were demonstrations of the following control techniques by officers observed:

(1) Control holds. ☒ Yes ☐ No

(2) Punches. ☒ Yes ☐ No

(3) Strikes. ☒ Yes ☐ No

(4) Blocks. ☒ Yes ☐ No

(5) Defensive kicks. ☒ Yes ☐ No

(6) Defenses against grabs. ☒ Yes ☐ No

(7) Defenses against weapons. ☒ Yes ☐ No

(8) Ground defense and takedowns. ☒ Yes ☐ No

(9) Placing and removing suspects into and from vehicles. ☒ Yes ☐ No

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c. Were observations of practical handcuffing techniques made?

☒ Yes ☐ No

(1) Can officers successfully apply handcuffs to a suspect who is standing, kneeling, prone, or uncooperative?

☒ Yes ☐ No

(2) Are all uniformed personnel knowledgeable of departmental policy on handcuffing?

☒ Yes ☐ No

d. Are all persons subjected to physical arrest searched for offensive weapons?

☒ Yes ☐ No

(1) Has the local jail's experience with CHP arrests been reviewed?

☒ Yes ☐ No

(2) Has a practical demonstration of preliminary frisks and thorough searches been observed?

☒ Yes ☐ No

(3) Do all officers know guidelines pertaining to searches of the opposite sex as outlined in policy?

☒ Yes ☐ No

6. ENFORCEMENT TACTICS

EVALUATED

YES

ACTION REQUIRED

NO

CORRECTED

a. Do sergeants and officers have knowledge of proper procedures which should be followed during each of the five options of an enforcement stop?

☒ Yes ☐ No

b. Do officers have a constant awareness of their personal safety during enforcement stops and when apprehending suspected or known criminals?

☒ Yes ☐ No

(1) Were demonstrations of an enforcement stop observed which show the officers' ability to safely control the situation at all times regardless of the level of hazard presented?

☒ Yes ☐ No

(a) Is the violator stop effectively made?

☒ Yes ☐ No

(b) Is the violator completely controlled?

☒ Yes ☐ No

(c) Is the prisoner properly prepared for transportation?

☒ Yes ☐ No

c. Is there evidence of pre-planning and coordination with allied agencies to prepare beat officers for hostage situations?

☒ Yes ☐ No

(1) Do officers understand their role is limited to containment of the incident until relieved by the authority having jurisdiction?

☒ Yes ☐ No

(2) Are officers aware of the need to maintain fire discipline at all times?

☒ Yes ☐ No

(3) Are officers knowledgeable of their responsibility to detain potential witnesses, control ingress and egress to the scene, evacuate the area if required, and render necessary medical aid?

☒ Yes ☐ No

(4) Were various officers and supervisors questioned to determine their knowledge of the CHP role in hostage incidents?

☒ Yes ☐ No

7. PURSUITS

EVALUATED

YES

ACTION REQUIRED

NO

CORRECTED

a. Are all uniformed personnel well-versed in policy regarding the conduct of pursuits?

☒ Yes ☐ No

(1) Number of units?

☒ Yes ☐ No

(2) When to discontinue?

☒ Yes ☐ No

(3) Were pursuit critiques checked to determine if the pursuits comply with enforcement guidelines listed in policy?

☒ Yes ☐ No

(a) Where noncompliance is indicated, were corrective actions taken?

☒ Yes ☐ No

b. Does the Area have written guidelines or plans to ensure proper coordination with allied agencies during pursuits?

☐ Yes ☒ No

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(1) Are any written agreements on file?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(2) Is Division involved in the planning process?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(3) Does the Area have and use a pursuit training guide tailored to the specific needs of the command?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
8. FORCIBLE STOPS	EVALUATED YES	ACTION REQUIRED NO
a. Are Area personnel knowledgeable regarding the policy on forcible stops?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Does the Area follow departmental policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Have forcible stop reports been reviewed for compliance with policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) If forcible stop policy has not been complied with, has corrective action been taken or training conducted?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
9. ROADBLOCKS	EVALUATED YES	ACTION REQUIRED NO
a. Has the Area worked with allied agencies to develop plans for establishing roadblocks and deployment of the hollow spike strip?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are strategic points and personnel assignments outlined?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Have the officers received instructions on the proper methods of establishing roadblocks?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Have interagency training sessions been conducted?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
10. RADIO FAMILIARIZATION	EVALUATED YES	ACTION REQUIRED NO
a. Are officers familiar with all aspects of the radio control head?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Can officers demonstrate how to change the radio from their home Area to another Area/Division?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Can officers efficiently operate all emergency equipment from the radio head?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

On October 8, 2008, Coastal Division training unit conducted a formal Chapter 17 Management evaluation.

1. COMMAND INVOLVEMENT:

- a. The King City Area command emphasizes the importance of proper enforcement tactics, which are prominently displayed in the office, as a means toward lowering incidences of occupational injuries.
A random check of 5 officers revealed that the command ensures that at least one officer safety related comment be included on all monthly CHP 100 forms and CHP 118 evaluations. This was completed electronically. Therefore, no paper copies are attached.

2. TRAINING AND CERTIFICATION:

- a. The Area's training records were evaluated and reflected that the required training for all officers and sergeants has been properly conducted.
 - (1). Each year, all officers and sergeants are certified in OST/PMA by the 4th quarter Area training day. If an employee is not present during the required certification, a deficiency list is completed and those employees are scheduled for a make up training day. During this inspection, we discovered 1 officer and 1 sergeant have been out of certification for several months. The Area has scheduled OST/PMA certification days prior to the end of the year. **Refer to Item #1.**
 - (2). Refresher training in a scenario format has been provided by the area prior to OST/PMA certification.
- d. The King City Area currently has two certified OST/PMA instructors. A supervisor is present at all certification sessions to ensure quality and quantity of training.

ACTION ITEM:

1. **Area to ensure all uniformed employee's deficient in OST/PMA certifications are immediately re-certified.**

3. SAFETY EQUIPMENT:

- a. All uniformed employees carry the Oleoresin Capsicum (OC) spray while on duty. Each employee has been provided the necessary follow up training as to the departmental policy in regards to the discharge of and the reporting of the OC spray.
- e. All uniformed employees wear soft body armor as required by policy. The Area has made a list of expired vests and is processing vest to become current

4. FIREARMS:

- a. After an examination of the areas Monthly Pistol, Rifle and Shotgun shoots, it was determined that some of the Officers in the area are not current in their quarterly rifle or shotgun shoots. **Refer to narrative and Item #2.**
- b. The Area has scheduled range days, and documents when officers are unable to attend due to unforeseen circumstances (i.e.: collisions, sick, etc.) This system allows the Area to reschedule officers for range training. The Area is experiencing minor problems with their officers attending the range, due to emergency incidences during shift.
- f. Policy is adhered to in regards to the loading and unloading of firearms, by utilizing the clearing tube.
- h. The Area follows proper policy and procedure when a supply of ammunition is received. A Sergeant and a Range Officer check the ammunition into the armory when the quarterly order arrives. Additionally, one Sergeant and the Lieutenant complete a quarterly audit of all ammunition.
- i. Issuing ammunition for range training is provided in HPM 70.8 and Government Code Section 13403(a)(1) and should be followed. King City Area does provided proper safeguard of state asses by separation of duties between the Range Officer and person who issues ammunition.

ACTION ITEM:

1. Area to ensure all uniformed employee's attend either monthly or remedial range training.

5. PHYSICAL METHODS OF ARREST:

- a. During the Chapter 17 at King City Area Office, officers were questioned on weaponless defense. All the officers questioned were familiar with the five weakest points.
- b. Officer H. Mangus observed officers perform handcuffing techniques. All techniques were conducted within departmental standards.

Officer Rigby 15211 demonstrated the Preliminary Frisk and Bent Wrist Technique. Officer Rigby did a **good job** and required no assistance.

Officer Valencia, 18815 demonstrated a Twist Lock technique and a Full Standing Search. He did an **outstanding job** and required no assistance.

Officer Rigby and Officer Valencia completed a Felony Car Stop scenario. Officer Rigby used an approved Felony Prone technique to handcuff the subject. Officer Rigby did a **good job**. Partner Officer Valencia showed **good** communication, radio operations, and mussel awareness.

EVALUATION: It is apparent King City Area takes PMA/OST seriously and their officers were well versed in PMA and weaponless defense as outlined in HPM 70.6.

6. ENFORCEMENT TACTICS:

- a. During OST/PMA certifications, an Area sergeant observed the officers practicing handcuffing techniques. All techniques were conducted within Departmental standards.

7. PURSUITS:

- a. All uniformed employees have received required quarterly training regarding pursuits. All Officers' questioned, were able to provide proper responses in regards to the Department's pursuit policy.

AREA TEMPLETON AREA	DIVISION COASTAL	NUMBER
EVALUATED BY FIELD OPERATIONS		DATE 12/03/2008

INSTRUCTIONS: Indicate items reviewed by placing a check in the "Evaluated" box and/or the "Action Required" box. If this form is used as a Correction Report, the "Correction" box should be initialed and dated as deficiencies are corrected. Answer individual items with "yes" or "no" answers, or fill in the blanks as indicated. If additional comments are necessary, the information can be placed on the CHP 454, Area Management Evaluation Supplement. The Supplement should include significant findings, accomplishments or corrective actions, unresolved items, problems or progress, and the evaluator's overall impressions. This form can be completed in pen or pencil, and the Supplement can be handwritten if desired.

TYPE OF EVALUATION <input checked="" type="checkbox"/> Formal Evaluation <input type="checkbox"/> Informal Evaluation		SUSPENSE DATE	
FOLLOW-UP REQUIRED <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Correction Report BY _____	COMMANDER'S REVIEW DATE

1. COMMAND INVOLVEMENT

	EVALUATED YES	ACTION REQUIRED YES	CORRECTED
a. Does the command emphasize importance of proper enforcement tactics to achieve the lowest possible incidence of injuries incurred by officers?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(1) Does the commander stress importance of proper enforcement tactics, including use of force?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(2) Does the safety record of the command reflect an awareness of proper tactics?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(3) Do the officers' CHP 100 and CHP 118s, Performance Appraisals, contain comments on officer safety?			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
b. Are the commander and lieutenants knowledgeable of enforcement tactics, physical methods of arrest, proper use of force, and the correct use of safety equipment?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(1) Is this knowledge applied properly in critiques of incidents involving officers and sergeants?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(2) Do the captain and lieutenants maintain a minimum level of enforcement skills?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(a) Do they attend officer safety training sessions?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(b) If they are not involved in officer safety, what are the reasons?			

2. TRAINING AND CERTIFICATION

	EVALUATED YES	ACTION REQUIRED YES	CORRECTED
a. Do training records indicate formal training has been received and certified?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(1) Do records reflect annual certification of traffic officers and sergeants for proficiency in enforcement tactics, physical methods of arrest, and the proper use of safety equipment (use of force)? Have certifications been recorded for:			
(a) Searching techniques.			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(b) Handcuffing.			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(c) Use of safety equipment.			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(d) Suspect control.			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(e) High risk and felony stops.			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(f) Hostage control.			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(g) Prisoner transportation.			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(h) Radio control head operation.			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

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(2) Is the command dedicating enough time toward training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Do training records reflect certifications for officers and sergeants are current?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(b) Is there an established follow-up procedure to assure timely recertification of all officers and sergeants?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Do Area supervisors review CHP 121s, CHP 121As, pursuit investigations, personnel complaints, and employ general observations to determine if proper enforcement tactics are being used in the Area?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are well-handled incidents recorded for future training purposes?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are use of force situations closely reviewed to ascertain if all uniformed personnel understand when, and what level of force, is justified?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Does an examination of CHP 100, CHP 118s, and citizen complaints indicate a through review is being made?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Do Area supervisors notify those officers who are not proficient and ensure refresher training is made available?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Is refresher training required prior to certification?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are the number of training hours necessary to accomplish certification indicated on the CHP 270?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Is any pattern of training weakness apparent?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(b) Have necessary remedial steps been taken to assure thorough and continuous proficiency in all categories?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
d. Does the command have an adequate number of instructors?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Is instructor proficiency maintained?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Has an individual been given responsibility for the program?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Does that individual ensure the quality and level of proficiency is maintained?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Are there adequate and properly maintained facilities and equipment available for officer safety training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) What is the quality and quantity of the training being given? THE TEMPLETON AREA MAY BE BETTER SERVED TO HAVE A FULL TIME TRAINING OFFICER, TO ENSURE APPROPRIATE DOCUMENTATION OF TRAINING.		
(5) Have the supervisor and his/her alternate received proper training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
3. SAFETY EQUIPMENT	EVALUATED YES	ACTION REQUIRED YES
a. Is Oleoresin Capsicum (OC) spray (pepper spray) carried by all uniformed personnel, captain and below, while on duty, in uniform?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
(1) Is OC spray used when the need is indicated? Are notations made on booking sheets when OC spray is utilized to subdue a subject?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
(2) When an officer is assaulted and an injury occurs, are the supervisors noting the use/nonuse of OC spray on the CHP 121?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
(3) Are individuals who are exposed to OC spray decontaminated by flushing the affected area with clear water within 30 minutes?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

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(a) Do Area patrol cars carry at least two 500 mil. bottles of saline solution?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Are officers/sergeants familiar with the decontamination and first-aid procedure?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Are officers/sergeants familiar with the function of their duty holsters?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Can officers/sergeants draw and fire their weapon, re-holster and without looking at the holster, fasten the safety strap with one hand?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Can officers and sergeants draw and fire their weapons within one and a half seconds, using one hand?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Is there personal confirmation by the testing officer that all weapons are unloaded prior to holster-related exercises?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Are officers/sergeants proficient in reloading their weapons?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
d. Do officers/sergeants routinely practice with their batons?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do officers/sergeants carry their batons on all enforcement stops?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Can officers/sergeants successfully demonstrate approved baton techniques?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
e. Do all uniformed personnel wear body armor?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Were required reports submitted to Supply Services Unit, per policy, for any incidents where body armor was struck by a bullet or other penetrating type instrument?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
(a) If so, did the involved officer receive a complete physical examination?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
f. Are holsters, ammunition, magazines, magazine pouches, handcuffs, handcuff case, and OC spray projectors inspected in conjunction with the annual performance appraisal?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do CHP 311 forms indicate compliance?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Were deficiencies corrected within 30 days of the inspection?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
4. FIREARMS	EVALUATED YES	ACTION REQUIRED NO
a. Has the requirement for quarterly review of policy regulating discharge of firearms been compiled with?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do officers thoroughly understand the policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Do incidents involving firearms show proper understanding of the policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Are shoots conducted as required by policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Have steps been taken to correct training deficiencies?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are weapons training and maintenance records readily available? Current?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Do training records show qualification with all authorized weapons, day/night shoots, etc.?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Does the Area have a range officer?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Has the officer completed Academy training for range officers?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Does the officer supervise all shoots?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Is the officer well-organized in his/her training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) Is there a designated alternate to the range officer?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Has that officer received Academy training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

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d. Are range facilities adequate for pistol, rifle, shotgun and night shoots?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) If not, has alternate training been established and plans developed to obtain adequate facilities?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Do plans follow instructions for range contract renegotiations?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Have future range needs been considered?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
e. Is an effective and efficient inventory process for shotguns, rifles, and ammunition in place?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Have shotguns been inventoried as required?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Are all shotguns accounted for?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Is maintenance/cleaning done as required?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Are shotguns fired annually to ensure operable condition?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Have tactical rifles been inventoried as required?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Are all tactical rifles accounted for?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Is maintenance/cleaning done as required?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Is there adequate storage when the weapons are not being carried by on-duty officers?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(d) Is there an effective method for assignment and control?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Is there a procedure in place to periodically audit ammunition? Are the following steps in the audit process taken?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Beginning inventory determined?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Has the total amount of ammunition ordered by requisition as well as returned (unused) ammunition been determined?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Has the total rounds issued per ammunition records been determined?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(d) Has a physical inventory of ammunition been taken?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(e) Has the physical count been compared to the balance on hand according to the inventory record?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(f) Have rounds issued per training records been compared to rounds fired per shooting rosters?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(g) Has the mathematical accuracy of the inventory records been tested?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(h) When ammunition orders are received from Supply Services Unit, is the merchandise inspected, quantities checked against the packing/shipping documents, exceptions noted, and receipt acknowledged immediately upon delivery?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
f. Is policy adhered to requiring firearms not to be drawn, loaded, or unloaded except in the clearing tube?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Does location of the clearing tube(s) provide safety to personnel in or about the office in the event of an accidental discharge?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
g. Are weapons training records maintained as required per policy? Has record reliability been determined by testing the accuracy of the following recorded information?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do the dates recorded on the various records correspond to the actual date training was conducted?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Do training dates correspond to the activity information on the employee's CHP 415?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

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(3) Do training dates closely correspond to the dates ammunition was issued for training (per inventory records)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) Was ammunition issued for training (per inventory records) compared with the actual amount expended (per the shooting roster)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Once done, was the disposition of any unused ammunition verified for those training days tested?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(5) Are records kept updated as training takes place?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(6) Is training recorded on the employee's CHP 270 and in ETRS?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(7) Is required information recorded in accordance with established guidelines and instructions?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(8) Is a roster maintained for each shoot which includes all pertinent information (type of shoot, scores, date, etc.)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
h. Is there a procedure in place which ensures the person processing the ammunition requisition is not involved with the receiving and recording of ammunition inventory?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Is a similar procedure in place which ensures the person recording weapons training information is not involved with handling and recording ammunition?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Is access to the ammunition storage and inventory records limited to the ammunition officer and supervisor or backup employee?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
i. If Area has a resident post (RP), what procedures are used to ensure weapons training of RP officers?	N/A	
(1) If RP handles ammunition, are proper accountability procedures in place?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
j. Are required inspections conducted in conjunction with the annual CHP 118?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Is a second inspection of the primary firearm conducted every six months?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
5. PHYSICAL METHODS OF ARREST	EVALUATED YES	ACTION REQUIRED YES
a. Do officers practice weaponless defense?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are officers familiar with the opponent's five weakest points?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Have officers with previous assault injuries thoroughly familiarized themselves with weaponless defense?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Were demonstrations of the following control techniques by officers observed:		
(1) Control holds.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Punches.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Strikes.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) Blocks.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(5) Defensive kicks.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(6) Defenses against grabs.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(7) Defenses against weapons.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(8) Ground defense and takedowns.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(9) Placing and removing suspects into and from vehicles.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

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c. Were observations of practical handcuffing techniques made?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Can officers successfully apply handcuffs to a suspect who is standing, kneeling, prone, or uncooperative?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(2) Are all uniformed personnel knowledgeable of departmental policy on handcuffing?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
d. Are all persons subjected to physical arrest searched for offensive weapons?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Has the local jail's experience with CHP arrests been reviewed?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(2) Has a practical demonstration of preliminary frisks and thorough searches been observed?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Do all officers know guidelines pertaining to searches of the opposite sex as outlined in policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
6. ENFORCEMENT TACTICS	EVALUATED YES	ACTION REQUIRED NO
a. Do sergeants and officers have knowledge of proper procedures which should be followed during each of the five options of an enforcement stop?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Do officers have a constant awareness of their personal safety during enforcement stops and when apprehending suspected or known criminals?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Were demonstrations of an enforcement stop observed which show the officers' ability to safely control the situation at all times regardless of the level of hazard presented?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Is the violator stop effectively made?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Is the violator completely controlled?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Is the prisoner properly prepared for transportation?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Is there evidence of pre-planning and coordination with allied agencies to prepare beat officers for hostage situations?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do officers understand their role is limited to containment of the incident until relieved by the authority having jurisdiction?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are officers aware of the need to maintain fire discipline at all times?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Are officers knowledgeable of their responsibility to detain potential witnesses, control ingress and egress to the scene, evacuate the area if required, and render necessary medical aid?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) Were various officers and supervisors questioned to determine their knowledge of the CHP role in hostage incidents?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
7. PURSUITS	EVALUATED YES	ACTION REQUIRED NO
a. Are all uniformed personnel well-versed in policy regarding the conduct of pursuits?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Number of units?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) When to discontinue?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Were pursuit critiques checked to determine if the pursuits comply with enforcement guidelines listed in policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Where noncompliance is indicated, were corrective actions taken?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Does the Area have written guidelines or plans to ensure proper coordination with allied agencies during pursuits?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

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(1) Are any written agreements on file?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(2) Is Division involved in the planning process?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(3) Does the Area have and use a pursuit training guide tailored to the specific needs of the command?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
8. FORCIBLE STOPS	EVALUATED YES	ACTION REQUIRED NO
a. Are Area personnel knowledgeable regarding the policy on forcible stops?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
(1) Does the Area follow departmental policy?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
(2) Have forcible stop reports been reviewed for compliance with policy?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
(a) If forcible stop policy has not been complied with, has corrective action been taken or training conducted?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
9. ROADBLOCKS	EVALUATED YES	ACTION REQUIRED NO
a. Has the Area worked with allied agencies to develop plans for establishing roadblocks and deployment of the hollow spike strip?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
(1) Are strategic points and personnel assignments outlined?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
(2) Have the officers received instructions on the proper methods of establishing roadblocks?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
(3) Have interagency training sessions been conducted?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
10. RADIO FAMILIARIZATION	EVALUATED YES	ACTION REQUIRED NO
a. Are officers familiar with all aspects of the radio control head?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
b. Can officers demonstrate how to change the radio from their home Area to another Area/Division?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
c. Can officers efficiently operate all emergency equipment from the radio head?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

COMMAND: Templeton	DIVISION: Coastal	CHAPTER: 17 Officer Safety
INSPECTED BY: Orlett & Villanti		DATE: 12/3/2008

INSPECTORS' FINDINGS

1. COMMAND INVOLVEMENT

- a. During Area Training Days and Briefings, the Templeton Area command emphasizes the importance of proper enforcement tactics, as a means toward lowering incidences of occupational injuries.
- b. A random check of three officers in the CARS Automated 415 system revealed that only one had an officer safety related comment included on the monthly CHP 100, *Officer's Evaluation/Activity Summary*, and annual CHP 118, *Performance Appraisal—Officer*.

2. TRAINING AND CERTIFICATION

- a. The Area's training records were evaluated. A number of deficiencies were identified.
 - i. Criminal Apprehension Program (CAP)—the commander and eight officers were still in need of training (**Item 1**).
 - ii. CPR and OST/PMA—the command had previously identified deficiencies in these two courses. Each year, all officers and sergeants are certified in OST/PMA during the fourth quarter. Four officers were scheduled to certify in December. One officer was on out on LC 4800.5 status, had just returned from the Academy Refresher Course, but will need to be certified at Area level (**Items 2 & 3**).
 - iii. Emergency Operations Plan—a significant portion of the command was deficient in this annual review, several as much as 11 years (**Item 4**).
 - iv. Special Relationships—six persons were deficient in this training; most had no training documented for four or more years (**Item 5**).
 - v. Vehicle Pursuit—the vast majority of the command (if not the entire command) was deficient in this training. Training dates were as past due as 1997. Only two entries were relatively recent (2006 and 2007) (**Item 6**).
 - vi. Tactical Communications—at least half of the command were last trained in this topic in 2006 and 2007 (**Item 7**).
 - vii. Vehicle Code—two officers were last trained in 2007 (**Item 8**).
 - viii. Civil Disturbance/Tactical Formations—two officers were last trained in 2006 (**Item 9**).

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ix. Driver Training/Awareness—three officers were deficient. Additionally, entry errors were identified and corrected in this category (**Item 10**).

b. The Templeton Area currently has only one certified OST/PMA instructor. A supervisor is present at all certification sessions to ensure quality and quantity of training.

3. SAFETY EQUIPMENT

a. All uniformed employees carry the Department's aerosol subject restraint (ASR), oleoresin capsicum, while on duty. Each employee was provided the necessary training in compliance with departmental policy regarding the discharge and reporting of ASR usage.

b. All uniformed employees wear soft body armor as required by policy. The Area had three employees on a list of expired vests. This ended up being an entry error which was promptly corrected (**Item 11**).

c. A review of the Area's ETRS revealed that supervisors had done an **outstanding job** in completing the CHP 311, *Annual Safety/Protective Inspection*.

4. FIREARMS

a. The Area conducts regular shoots and demonstrated an **outstanding effort** to ensure all uniformed personnel maintain weapon proficiency. The only two uniformed personnel that were deficient in this area had recently transferred into the Area (**Item 12**).

b. The Area has access to only one range facility, which is a contract range.

c. Policy is adhered to in regards to the loading and unloading of firearms through the utilization of a clearing tube.

d. Weapons training records were well maintained. Dates associated with ammunition issue, shoots, and ETRS entries corresponded.

e. The Area followed proper policies and procedures regarding both the ordering and quarterly audit of ammunition. The duties of Ammunition Officer and Range Officer were differentiated as required by Government Code Section 13403(a)(1) and HPM 70.8, Chapter 3.

5. PHYSICAL METHODS OF ARREST (PMA)

a. All officers questioned were familiar with the five weakest points of weaponless defense.

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EXCEPTIONS DOCUMENT

COMMAND: <i>Templeton</i>	DIVISION: <i>Coastal</i>	CHAPTER: <i>17 Officer Safety</i>
INSPECTED BY: <i>Orlett & Villanti</i>		DATE: <i>12/3/2008</i>

- b. The following persons were asked to complete a number of OST/PMA techniques as follows:
 - i. Officer D. Richards (11548) was unable to satisfactorily demonstrate the Bent-Wrist Handcuffing Technique.
 - ii. Officer T. Murray (16620) demonstrated a Bent-Wrist Handcuffing Technique and a Standing Search. He did an **outstanding job** and required no assistance.

6. ENFORCEMENT TACTICS

- a. During OST/PMA certifications, an Area sergeant observed the officers practicing handcuffing techniques. All techniques were conducted within departmental standards.

7. PURSUIITS

- a. Uniformed employees received required quarterly pursuit policy training. When questioned, all officers asked were able to provide proper responses regarding departmental pursuit policy.

8. FORCIBLE STOPS

- a. Unremarkable

9. ROADBLOCKS

- a. Unremarkable

10. RADIO FAMILIARIZATION

- a. Unremarkable

COMMAND: Templeton	DIVISION: Coastal	CHAPTER: 17 Officer Safety
INSPECTED BY: Orlett & Villanti		DATE: 12/3/2008

REQUIRED ACTION

1. COMMAND INVOLVEMENT

- a. **Officer Safety Comments**—CHP 100, *Officer's Evaluation/Activity Summary*, and CHP 118, *Performance Appraisal—Officer / Sergeant*, should contain comments that reflect the command's emphasis on the importance of proper enforcement tactics as a means to achieve the lowest possible incidence of injuries incurred by officers and sergeants. Officer safety comments should be included on monthly CHP 100 / 112 and annual CHP 118. This is in accordance with HPG 22.1, *Area Resources Management Guide*, Chapter 17; HPM 10.6, *Occupational Safety Manual*, Chapters 1 and 2; and the Department's IIPP.

2. TRAINING AND CERTIFICATION

- a. Area shall ensure the identified training deficiencies identified above (and as follows) are corrected as soon as possible.
- i. **Criminal Apprehension Program (CAP)**—seven offices require CAP training, though currently there is no make-up CAP training scheduled. Area shall ensure those missing the training are scheduled as soon as (and if) the training is made available.
 - ii. **CPR and OST/PMA**—it's our understanding that deficiencies in both categories was completed in December 2008. Area shall confirm this to be the case. Additionally, the officer just returned from the Academy Refresher Course shall be certified at Area level.
 - iii. **Emergency Operations Plan**
 - iv. **Special Relationships**
 - v. **Vehicle Pursuit**
 - vi. **Tactical Communications**
 - vii. **Vehicle Code**
 - viii. **Civil Disturbance/Tactical Formations**
 - ix. **Driver Training/Awareness**

LEAD INSPECTOR'S SIGNATURE 	DATE 3/2/2008
RESPONDING COMMANDER'S SIGNATURE	DATE

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- b. **Training Officer**—Area may be better served by assigning a full-time training officer to ensure mandated training is completed as well as to maintain better recordkeeping with regards to training.
- c. **Policy Review**—Area is strongly encouraged to implement greater supervisory involvement to ensure timely compliance with all required annual policy review.
- d. **Refresher Training**—Area shall ensure the officer recently returned from the Academy Refresher course is certified in OST/PMA at Area.
- e. **OST/PMA Instructors**—Area currently has only one certified OST/PMA Instructor and would benefit from the addition of another Instructor.

3. SAFETY EQUIPMENT

- a. None

4. FIREARMS

- a. None

5. PHYSICAL METHODS OF ARREST

- a. Officer D. Richards (11548) was unable to satisfactorily demonstrate the Bent-Wrist Handcuffing Technique. Accordingly, follow-up measures were enacted in accordance with procedures established in HPM 70.6, *Officer Safety Manual*, Chapter 17.

6. ENFORCEMENT TACTICS

- a. None

7. PURSUIITS

- a. None

8. FORCIBLE STOPS

- a. None

9. ROADBLOCKS

- a. None

10. RADIO FAMILIARIZATION

- a. None

LEAD INSPECTOR'S SIGNATURE <i>S. M. Quinn</i>	DATE <i>3/2/2009</i>
RESPONDING COMMANDER'S SIGNATURE	DATE

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AREA MANAGEMENT EVALUATION
OFFICER SAFETY

CHP 453S (Rev. 6-06) OPI 009

AREA SAN LUIS OBISPO	DIVISION Coastal	NUMBER
EVALUATED BY Field Operations Unit		DATE November 17, 2008

INSTRUCTIONS: Indicate items reviewed by placing a check in the "Evaluated" box and/or the "Action Required" box. If this form is used as a Correction Report, the "Correction" box should be initialed and dated as deficiencies are corrected. Answer individual items with "yes" or "no" answers, or fill in the blanks as indicated. If additional comments are necessary, the information can be placed on the CHP 454, Area Management Evaluation Supplement. The Supplement should include significant findings, accomplishments or corrective actions, unresolved items, problems or progress, and the evaluator's overall impressions. This form can be completed in pen or pencil, and the Supplement can be handwritten if desired.

TYPE OF EVALUATION <input checked="" type="checkbox"/> Formal Evaluation <input type="checkbox"/> Informal Evaluation		SUSPENSE DATE
FOLLOW-UP REQUIRED <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No		DATE 2/27/09
<input checked="" type="checkbox"/> Correction Report BY <i>Chris Vm</i>		COMMANDER'S REVIEW <i>[Signature]</i>

1. COMMAND INVOLVEMENT

EVALUATED YES	ACTION REQUIRED NO	CORRECTED <i>[initials]</i>
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- a. Does the command emphasize importance of proper enforcement tactics to achieve the lowest possible incidence of injuries incurred by officers? ☒ Yes ☐ No
- (1) Does the commander stress importance of proper enforcement tactics, including use of force? ☒ Yes ☐ No
- (2) Does the safety record of the command reflect an awareness of proper tactics? ☒ Yes ☐ No
- (3) Do the officers' CHP 100 and CHP 118s, Performance Appraisals, contain comments on officer safety? ☒ Yes ☐ No
- b. Are the commander and lieutenants knowledgeable of enforcement tactics, physical methods of arrest, proper use of force, and the correct use of safety equipment? ☒ Yes ☐ No
- (1) Is this knowledge applied properly in critiques of incidents involving officers and sergeants? ☒ Yes ☐ No
- (2) Do the captain and lieutenants maintain a minimum level of enforcement skills? ☒ Yes ☐ No
- (a) Do they attend officer safety training sessions? ☒ Yes ☐ No
- (b) If they are not involved in officer safety, what are the reasons?

2. TRAINING AND CERTIFICATION

EVALUATED YES	ACTION REQUIRED YES	CORRECTED <i>YES</i>
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- a. Do training records indicate formal training has been received and certified? ☒ Yes ☐ No
- (1) Do records reflect annual certification of traffic officers and sergeants for proficiency in enforcement tactics, physical methods of arrest, and the proper use of safety equipment (use of force)? Have certifications been recorded for:
- (a) Searching techniques. ☒ Yes ☐ No
- (b) Handcuffing. ☒ Yes ☐ No
- (c) Use of safety equipment. ☒ Yes ☐ No
- (d) Suspect control. ☒ Yes ☐ No
- (e) High risk and felony stops. ☒ Yes ☐ No
- (f) Hostage control. ☒ Yes ☐ No
- (g) Prisoner transportation. ☒ Yes ☐ No
- (h) Radio control head operation. ☒ Yes ☐ No

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(2) Is the command dedicating enough time toward training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Do training records reflect certifications for officers and sergeants are current?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Is there an established follow-up procedure to assure timely recertification of all officers and sergeants?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Do Area supervisors review CHP 121s, CHP 121As, pursuit investigations, personnel complaints, and employ general observations to determine if proper enforcement tactics are being used in the Area?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are well-handled incidents recorded for future training purposes?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are use of force situations closely reviewed to ascertain if all uniformed personnel understand when, and what level of force, is justified?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Does an examination of CHP 100, CHP 118s, and citizen complaints indicate a thorough review is being made?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Do Area supervisors notify those officers who are not proficient and ensure refresher training is made available?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
c. Is refresher training required prior to certification?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are the number of training hours necessary to accomplish certification indicated on the CHP 270?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Is any pattern of training weakness apparent?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Have necessary remedial steps been taken to assure thorough and continuous proficiency in all categories?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
d. Does the command have an adequate number of instructors?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Is instructor proficiency maintained?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Has an individual been given responsibility for the program?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Does that individual ensure the quality and level of proficiency is maintained?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Are there adequate and properly maintained facilities and equipment available for officer safety training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) What is the quality and quantity of the training being given?	The quality and quantity of training is EXEMPLARY	

(5) Have the supervisor and his/her alternate received proper training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
3. SAFETY EQUIPMENT	EVALUATED YES	ACTION REQUIRED YES
a. Is Oleoresin Capsicum (OC) spray (pepper spray) carried by all uniformed personnel, captain and below, while on duty, in uniform?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
(1) Is OC spray used when the need is indicated? Are notations made on booking sheets when OC spray is utilized to subdue a subject?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
(2) When an officer is assaulted and an injury occurs, are the supervisors noting the use/nonuse of OC spray on the CHP 121?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
(3) Are individuals who are exposed to OC spray decontaminated by flushing the affected area with clear water within 30 minutes?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

AREA MANAGEMENT EVALUATION**OFFICER SAFETY**

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(a) Do Area patrol cars carry at least two 500 mil. bottles of saline solution?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Are officers/sergeants familiar with the decontamination and first-aid procedure?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Are officers/sergeants familiar with the function of their duty holsters?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Can officers/sergeants draw and fire their weapon, re-holster and without looking at the holster, fasten the safety strap with one hand?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Can officers and sergeants draw and fire their weapons within one and a half seconds, using one hand?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Is there personal confirmation by the testing officer that all weapons are unloaded prior to holster-related exercises?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Are officers/sergeants proficient in reloading their weapons?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
d. Do officers/sergeants routinely practice with their batons?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do officers/sergeants carry their batons on all enforcement stops?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Can officers/sergeants successfully demonstrate approved baton techniques?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
e. Do all uniformed personnel wear body armor?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Were required reports submitted to Supply Services Unit, per policy, for any incidents where body armor was struck by a bullet or other penetrating type instrument?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
(a) If so, did the involved officer receive a complete physical examination?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
f. Are holsters, ammunition, magazines, magazine pouches, handcuffs, handcuff case, and OC spray projectors inspected in conjunction with the annual performance appraisal?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do CHP 311 forms indicate compliance?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(2) Were deficiencies corrected within 30 days of the inspection?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
4. FIREARMS	EVALUATED YES	ACTION REQUIRED YES
a. Has the requirement for quarterly review of policy regulating discharge of firearms been compiled with?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do officers thoroughly understand the policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Do incidents involving firearms show proper understanding of the policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Are shoots conducted as required by policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Have steps been taken to correct training deficiencies?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are weapons training and maintenance records readily available? Current?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Do training records show qualification with all authorized weapons, day/night shoots, etc.?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Does the Area have a range officer?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Has the officer completed Academy training for range officers?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Does the officer supervise all shoots?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Is the officer well-organized in his/her training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) Is there a designated alternate to the range officer?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Has that officer received Academy training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

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d. Are range facilities adequate for pistol, rifle, shotgun and night shoots?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) If not, has alternate training been established and plans developed to obtain adequate facilities?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Do plans follow instructions for range contract renegotiations?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Have future range needs been considered?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
e. Is an effective and efficient inventory process for shotguns, rifles, and ammunition in place?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Have shotguns been inventoried as required?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Are all shotguns accounted for?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Is maintenance/cleaning done as required?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Are shotguns fired annually to ensure operable condition?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Have tactical rifles been inventoried as required?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Are all tactical rifles accounted for?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Is maintenance/cleaning done as required?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Is there adequate storage when the weapons are not being carried by on-duty officers?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(d) Is there an effective method for assignment and control?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Is there a procedure in place to periodically audit ammunition? Are the following steps in the audit process taken?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Beginning inventory determined?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Has the total amount of ammunition ordered by requisition as well as returned (unused) ammunition been determined?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Has the total rounds issued per ammunition records been determined?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(d) Has a physical inventory of ammunition been taken?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(e) Has the physical count been compared to the balance on hand according to the inventory record?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(f) Have rounds issued per training records been compared to rounds fired per shooting rosters?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(g) Has the mathematical accuracy of the inventory records been tested?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(h) When ammunition orders are received from Supply Services Unit, is the merchandise inspected, quantities checked against the packing/shipping documents, exceptions noted, and receipt acknowledged immediately upon delivery?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
f. Is policy adhered to requiring firearms not to be drawn, loaded, or unloaded except in the clearing tube?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Does location of the clearing tube(s) provide safety to personnel in or about the office in the event of an accidental discharge?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
g. Are weapons training records maintained as required per policy? Has record reliability been determined by testing the accuracy of the following recorded information?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do the dates recorded on the various records correspond to the actual date training was conducted?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Do training dates correspond to the activity information on the employee's CHP 415?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

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(3) Do training dates closely correspond to the dates ammunition was issued for training (per inventory records)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) Was ammunition issued for training (per inventory records) compared with the actual amount expended (per the shooting roster)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Once done, was the disposition of any unused ammunition verified for those training days tested?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(5) Are records kept updated as training takes place?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(6) Is training recorded on the employee's CHP 270 and in ETRS?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(7) Is required information recorded in accordance with established guidelines and instructions?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(8) Is a roster maintained for each shoot which includes all pertinent information (type of shoot, scores, date, etc.)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
h. Is there a procedure in place which ensures the person processing the ammunition requisition is not involved with the receiving and recording of ammunition inventory?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Is a similar procedure in place which ensures the person recording weapons training information is not involved with handling and recording ammunition?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(2) Is access to the ammunition storage and inventory records limited to the ammunition officer and supervisor or backup employee?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
i. If Area has a resident post (RP), what procedures are used to ensure weapons training of RP officers?		
(1) If RP handles ammunition, are proper accountability procedures in place?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
j. Are required inspections conducted in conjunction with the annual CHP 118?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Is a second inspection of the primary firearm conducted every six months?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

5. PHYSICAL METHODS OF ARREST

	EVALUATED YES	ACTION REQUIRED NO	CORRECTED —
a. Do officers practice weaponless defense?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(1) Are officers familiar with the opponent's five weakest points?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(2) Have officers with previous assault injuries thoroughly familiarized themselves with weaponless defense?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
b. Were demonstrations of the following control techniques by officers observed:			
(1) Control holds.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(2) Punches.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(3) Strikes.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(4) Blocks.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(5) Defensive kicks.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(6) Defenses against grabs.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(7) Defenses against weapons.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(8) Ground defense and takedowns.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(9) Placing and removing suspects into and from vehicles.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	

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c. Were observations of practical handcuffing techniques made?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Can officers successfully apply handcuffs to a suspect who is standing, kneeling, prone, or uncooperative?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are all uniformed personnel knowledgeable of departmental policy on handcuffing?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
d. Are all persons subjected to physical arrest searched for offensive weapons?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Has the local jail's experience with CHP arrests been reviewed?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Has a practical demonstration of preliminary frisks and thorough searches been observed?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Do all officers know guidelines pertaining to searches of the opposite sex as outlined in policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
6. ENFORCEMENT TACTICS	EVALUATED YES	ACTION REQUIRED NO
a. Do sergeants and officers have knowledge of proper procedures which should be followed during each of the five options of an enforcement stop?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Do officers have a constant awareness of their personal safety during enforcement stops and when apprehending suspected or known criminals?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Were demonstrations of an enforcement stop observed which show the officers' ability to safely control the situation at all times regardless of the level of hazard presented?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Is the violator stop effectively made?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Is the violator completely controlled?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Is the prisoner properly prepared for transportation?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Is there evidence of pre-planning and coordination with allied agencies to prepare beat officers for hostage situations?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do officers understand their role is limited to containment of the incident until relieved by the authority having jurisdiction?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are officers aware of the need to maintain fire discipline at all times?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Are officers knowledgeable of their responsibility to detain potential witnesses, control ingress and egress to the scene, evacuate the area if required, and render necessary medical aid?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) Were various officers and supervisors questioned to determine their knowledge of the CHP role in hostage incidents?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
7. PURSUITS	EVALUATED YES	ACTION REQUIRED NO
a. Are all uniformed personnel well-versed in policy regarding the conduct of pursuits?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Number of units?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) When to discontinue?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Were pursuit critiques checked to determine if the pursuits comply with enforcement guidelines listed in policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Where noncompliance is indicated, were corrective actions taken?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Does the Area have written guidelines or plans to ensure proper coordination with allied agencies during pursuits?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

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(1) Are any written agreements on file?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(2) Is Division involved in the planning process?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(3) Does the Area have and use a pursuit training guide tailored to the specific needs of the command?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
8. FORCIBLE STOPS	EVALUATED YES	ACTION REQUIRED NO
a. Are Area personnel knowledgeable regarding the policy on forcible stops?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Does the Area follow departmental policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Have forcible stop reports been reviewed for compliance with policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) If forcible stop policy has not been complied with, has corrective action been taken or training conducted?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
9. ROADBLOCKS	EVALUATED YES	ACTION REQUIRED NO
a. Has the Area worked with allied agencies to develop plans for establishing roadblocks and deployment of the hollow spike strip?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are strategic points and personnel assignments outlined?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Have the officers received instructions on the proper methods of establishing roadblocks?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Have interagency training sessions been conducted?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
10. RADIO FAMILIARIZATION	EVALUATED YES	ACTION REQUIRED NO
a. Are officers familiar with all aspects of the radio control head?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Can officers demonstrate how to change the radio from their home Area to another Area/Division?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Can officers efficiently operate all emergency equipment from the radio head?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

COMMAND: San Luis Obispo	DIVISION: Coastal	CHAPTER: 17 Officer Safety
INSPECTED BY: Orlett & Villanti		DATE: 11/17/2008

INSPECTORS' FINDINGS

1. COMMAND INVOLVEMENT:

- a. The San Luis Obispo Area command emphasizes the importance of proper enforcement tactics, which are prominently displayed in the office, as a means toward lowering incidences of occupational injuries.
- b. A random check of five officer's CHP 100, *Officer's Evaluation/Activity Summary*, and CHP 118, *Performance Appraisal—Officer*, revealed that the command ensures the inclusion of at least one officer-safety related comment on both forms.

2. TRAINING AND CERTIFICATION:

- a. The Area's training records were evaluated and reflected that required training for all officers and sergeants has been properly conducted. Persons deficient in training were identified as follows:
 - i. Five officers, the lieutenant, and the captain remain deficient in Criminal Apprehension Program (CAPS) training. This fact was already identified by the command (**Item 1**).
 - ii. Seven areas of policy review (CEW, weapons clearance, use of force, shooting, pursuit, forcible stops, and civil disturbance) were deficient (**Items 2–8**). The command has a system in place to identify those officers who miss mandated policy review; however, the system may require supervisory involvement to ensure compliance.
 - iii. The command had already identified deficiencies in two courses (EMR and CPR); training was scheduled for December 2008 (**Item 9–10**).
- b. During 2008 the Area implemented a system where officers and sergeants completed annual OST/PMA certifications in association with their respective anniversary dates. All but three officers were current at the time of the inspection and all three were due in December. One officer was on out on LC 4800.5 status and, accordingly, had not certified.
 - i. The Area's OST/PMA certification process was found to be **exemplary**. Rather than simply certifying the employee, the Area developed and implemented a two day training/certification class where the employee trained on the first day in both static and scenario formats and then certified on the second day. ***This is a model program that other Areas may wish to emulate.***

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- ii. The Area currently had four certified OST/PMA instructors. A supervisor was present at all certification sessions to ensure quality and quantity of the training.

3. SAFETY EQUIPMENT:

- a. All uniformed employees carry the Department's aerosol subject restraint (ASR), oleoresin capsicum, while on duty. Each employee was provided the necessary training in compliance with departmental policy regarding the discharge and reporting of ASR.
- b. All uniformed employees wear soft body armor as required by policy. The Area had seven employees on a list of expired vests. This ended up being an entry error which was promptly corrected (**Item 11**).
- c. A review of the Area's ETRS revealed that seven officers did not have a current CHP 311, *Annual Safety/Protective Inspection*, record on file pursuant to HPM 11.2, Chapter 10 (**Item 12**).

4. FIREARMS:

- a. The Area has access to two range facilities which they share with the San Luis Obispo County Sheriff's Department and San Luis Police Department.
- b. Policy was adhered with regard to loading and unloading of firearms through utilization of a clearing tube.
- c. The Area followed proper policy and procedure when a supply of ammunition was received: a sergeant and a range officer check the ammunition into the armory when the quarterly order arrives. Additionally, one sergeant and the lieutenant complete a quarterly audit of all ammunition. The duties of Ammunition Officer and Range Officer were not differentiated as required by Government Code Section 13403(a)(1) and HPM 70.8, Chapter 3.

5. PHYSICAL METHODS OF ARREST (PMA):

- a. All the officers questioned were familiar with the five weakest points of weaponless defense.
- b. All PMA techniques were conducted within departmental standards.
 - i. Officer L. Arace (11452) demonstrated the Standing Twist-Lock technique and Preliminary Frisk. Officer Arace did a satisfactory job and required limited assistance.

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- ii. Officer D. Ellis (17426) demonstrated a Bent-Wrist Handcuffing Technique and a Standing Search. He did an **outstanding job** and required no assistance.
 - iii. Captain Vail (10257) showed **excellent** knowledge of radio head operations.
 - c. It was apparent **the San Luis Obispo Area takes PMA/OST seriously and their officers were well versed in PMA and weaponless defense** as outlined in HPM 70.6.
6. ENFORCEMENT TACTICS:
- a. During OST/PMA certifications, an Area sergeant observed the officers practicing handcuffing techniques. All techniques were conducted within departmental standards.
7. PURSUIITS:
- a. Uniformed employees received required quarterly pursuit policy training (exceptions noted in Item 6). When questioned, all officers asked were able to provide proper responses regarding departmental pursuit policy.

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REQUIRED ACTION

1. COMMAND INVOLVEMENT

- a. None

2. TRAINING AND CERTIFICATION

- a. **Criminal Apprehension Program (CAP)**—Seven persons require CAP training, though currently there is no make-up CAP training scheduled. Area shall ensure those missing the training are scheduled as soon as (and if) the training is made available.
- b. **Policy Review**—The Area is strongly encouraged to implement greater supervisory involvement to ensure timely compliance with all required annual policy review.

3. SAFETY EQUIPMENT

- a. **CHP 311, Annual Safety/Protective Inspection**—Area shall ensure this inspection is conducted and properly documented in ETRS for all personnel as required in HPM 11.2, Chapter 10.

4. FIREARMS

- a. **Ammunition Officer**—Area shall ensure a separation of duties exists between the handling of ammunition and the handling of firearms training records. Since the person who issues ammunition shall not be responsible for recording the training, it is necessary that Area designate an Ammunition Officer who issues ammunition for shoots and then receives returned ammunition from the Range Officer.

5. PHYSICAL METHODS OF ARREST

6. ENFORCEMENT TACTICS

7. PURSUITS

8. FORCIBLE STOPS

9. ROADBLOCKS

10. RADIO FAMILIARIZATION

- a. None

LEAD INSPECTOR'S SIGNATURE 	DATE 1/2/2009
RESPONDING COMMANDER'S SIGNATURE 	DATE 2/27/09

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CH 17

AREA Santa Maria	DIVISION Coastal	NUMBER 750-08-004
EVALUATED BY Coastal Division Field Ops		DATE 11/05/2008

INSTRUCTIONS: Indicate items reviewed by placing a check in the "Evaluated" box and/or the "Action Required" box. If this form is used as a Correction Report, the "Correction" box should be initialed and dated as deficiencies are corrected. Answer individual items with "yes" or "no" answers, or fill in the blanks as indicated. If additional comments are necessary, the information can be placed on the CHP 454, Area Management Evaluation Supplement. The Supplement should include significant findings, accomplishments or corrective actions, unresolved items, problems or progress, and the evaluator's overall impressions. This form can be completed in pen or pencil, and the Supplement can be handwritten if desired.

TYPE OF EVALUATION <input checked="" type="checkbox"/> Formal Evaluation <input type="checkbox"/> Informal Evaluation		SUSPENSE DATE	
FOLLOW-UP REQUIRED <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		COMMANDER'S REVIEW	
<input type="checkbox"/> Correction Report BY _____		DATE	
1. COMMAND INVOLVEMENT		EVALUATED YES	ACTION REQUIRED NO

- a. Does the command emphasize importance of proper enforcement tactics to achieve the lowest possible incidence of injuries incurred by officers? ☒ Yes ☐ No
- (1) Does the commander stress importance of proper enforcement tactics, including use of force? ☒ Yes ☐ No
- (2) Does the safety record of the command reflect an awareness of proper tactics? ☒ Yes ☐ No
- (3) Do the officers' CHP 100 and CHP 118s, Performance Appraisals, contain comments on officer safety? ☒ Yes ☐ No
- b. Are the commander and lieutenants knowledgeable of enforcement tactics, physical methods of arrest, proper use of force, and the correct use of safety equipment? ☒ Yes ☐ No
- (1) Is this knowledge applied properly in critiques of incidents involving officers and sergeants? ☒ Yes ☐ No
- (2) Do the captain and lieutenants maintain a minimum level of enforcement skills? ☒ Yes ☐ No
- (a) Do they attend officer safety training sessions? ☒ Yes ☐ No
- (b) If they are not involved in officer safety, what are the reasons?

2. TRAINING AND CERTIFICATION		EVALUATED YES	ACTION REQUIRED NO	CORRECTED
a. Do training records indicate formal training has been received and certified? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No				
(1) Do records reflect annual certification of traffic officers and sergeants for proficiency in enforcement tactics, physical methods of arrest, and the proper use of safety equipment (use of force)? Have certifications been recorded for:				
(a) Searching techniques.		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(b) Handcuffing.		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(c) Use of safety equipment.		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(d) Suspect control.		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(e) High risk and felony stops.		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(f) Hostage control.		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(g) Prisoner transportation.		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(h) Radio control head operation.		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	

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(2) Is the command dedicating enough time toward training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Do training records reflect certifications for officers and sergeants are current?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Is there an established follow-up procedure to assure timely recertification of all officers and sergeants?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Do Area supervisors review CHP 121s, CHP 121As, pursuit investigations, personnel complaints, and employ general observations to determine if proper enforcement tactics are being used in the Area?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are well-handled incidents recorded for future training purposes?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are use of force situations closely reviewed to ascertain if all uniformed personnel understand when, and what level of force, is justified?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Does an examination of CHP 100, CHP 118s, and citizen complaints indicate a through review is being made?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Do Area supervisors notify those officers who are not proficient and ensure refresher training is made available?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Is refresher training required prior to certification?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(1) Are the number of training hours necessary to accomplish certification indicated on the CHP 270?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Is any pattern of training weakness apparent?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(b) Have necessary remedial steps been taken to assure thorough and continuous proficiency in all categories?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
d. Does the command have an adequate number of instructors?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Is instructor proficiency maintained?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Has an individual been given responsibility for the program?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Does that individual ensure the quality and level of proficiency is maintained?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Are there adequate and properly maintained facilities and equipment available for officer safety training?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(4) What is the quality and quantity of the training being given? The quality of training is good. It might be beneficial to have PMA refresher training mid-year to ensure parishable skills are not lost. The Area is in need of mats for OST/PMA.		

(5) Have the supervisor and his/her alternate received proper training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
3. SAFETY EQUIPMENT	EVALUATED YES	ACTION REQUIRED YES

a. Is Oleoresin Capsicum (OC) spray (pepper spray) carried by all uniformed personnel, captain and below, while on duty, in uniform?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Is OC spray used when the need is indicated? Are notations made on booking sheets when OC spray is utilized to subdue a subject?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) When an officer is assaulted and an injury occurs, are the supervisors noting the use/nonuse of OC spray on the CHP 121?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Are individuals who are exposed to OC spray decontaminated by flushing the affected area with clear water within 30 minutes?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

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(a) Do Area patrol cars carry at least two 500 mil. bottles of saline solution?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Are officers/sergeants familiar with the decontamination and first-aid procedure?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Are officers/sergeants familiar with the function of their duty holsters?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Can officers/sergeants draw and fire their weapon, re-holster and without looking at the holster, fasten the safety strap with one hand?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Can officers and sergeants draw and fire their weapons within one and a half seconds, using one hand?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Is there personal confirmation by the testing officer that all weapons are unloaded prior to holster-related exercises?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Are officers/sergeants proficient in reloading their weapons?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
d. Do officers/sergeants routinely practice with their batons?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do officers/sergeants carry their batons on all enforcement stops?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Can officers/sergeants successfully demonstrate approved baton techniques?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
e. Do all uniformed personnel wear body armor?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Were required reports submitted to Supply Services Unit, per policy, for any incidents where body armor was struck by a bullet or other penetrating type instrument?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
(a) If so, did the involved officer receive a complete physical examination?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
f. Are holsters, ammunition, magazines, magazine pouches, handcuffs, handcuff case, and OC spray projectors inspected in conjunction with the annual performance appraisal?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do CHP 311 forms indicate compliance?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(2) Were deficiencies corrected within 30 days of the inspection?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

4. FIREARMS

	EVALUATED YES	ACTION REQUIRED YES	CORRECTED
a. Has the requirement for quarterly review of policy regulating discharge of firearms been compiled with?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(1) Do officers thoroughly understand the policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(a) Do incidents involving firearms show proper understanding of the policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
b. Are shoots conducted as required by policy?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
(1) Have steps been taken to correct training deficiencies?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(2) Are weapons training and maintenance records readily available? Current?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(3) Do training records show qualification with all authorized weapons, day/night shoots, etc.?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
c. Does the Area have a range officer?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(1) Has the officer completed Academy training for range officers?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(2) Does the officer supervise all shoots?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(3) Is the officer well-organized in his/her training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(4) Is there a designated alternate to the range officer?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(a) Has that officer received Academy training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	

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d. Are range facilities adequate for pistol, rifle, shotgun and night shoots?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) If not, has alternate training been established and plans developed to obtain adequate facilities?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Do plans follow instructions for range contract renegotiations?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Have future range needs been considered?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
e. Is an effective and efficient inventory process for shotguns, rifles, and ammunition in place?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Have shotguns been inventoried as required?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Are all shotguns accounted for?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Is maintenance/cleaning done as required?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Are shotguns fired annually to ensure operable condition?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Have tactical rifles been inventoried as required?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Are all tactical rifles accounted for?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Is maintenance/cleaning done as required?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Is there adequate storage when the weapons are not being carried by on-duty officers?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(d) Is there an effective method for assignment and control?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Is there a procedure in place to periodically audit ammunition? Are the following steps in the audit process taken?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Beginning inventory determined?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Has the total amount of ammunition ordered by requisition as well as returned (unused) ammunition been determined?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Has the total rounds issued per ammunition records been determined?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(d) Has a physical inventory of ammunition been taken?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(e) Has the physical count been compared to the balance on hand according to the inventory record?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(f) Have rounds issued per training records been compared to rounds fired per shooting rosters?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(g) Has the mathematical accuracy of the inventory records been tested?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(h) When ammunition orders are received from Supply Services Unit, is the merchandise inspected, quantities checked against the packing/shipping documents, exceptions noted, and receipt acknowledged immediately upon delivery?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
f. Is policy adhered to requiring firearms not to be drawn, loaded, or unloaded except in the clearing tube?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Does location of the clearing tube(s) provide safety to personnel in or about the office in the event of an accidental discharge?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
g. Are weapons training records maintained as required per policy? Has record reliability been determined by testing the accuracy of the following recorded information?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do the dates recorded on the various records correspond to the actual date training was conducted?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Do training dates correspond to the activity information on the employee's CHP 415?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

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(3) Do training dates closely correspond to the dates ammunition was issued for training (per inventory records)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) Was ammunition issued for training (per inventory records) compared with the actual amount expended (per the shooting roster)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Once done, was the disposition of any unused ammunition verified for those training days tested?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(5) Are records kept updated as training takes place?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(6) Is training recorded on the employee's CHP 270 and in ETRS?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(7) Is required information recorded in accordance with established guidelines and instructions?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(8) Is a roster maintained for each shoot which includes all pertinent information (type of shoot, scores, date, etc.)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
h. Is there a procedure in place which ensures the person processing the ammunition requisition is not involved with the receiving and recording of ammunition inventory?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Is a similar procedure in place which ensures the person recording weapons training information is not involved with handling and recording ammunition?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Is access to the ammunition storage and inventory records limited to the ammunition officer and supervisor or backup employee?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
i. If Area has a resident post (RP), what procedures are used to ensure weapons training of RP officers? N/A		
(1) If RP handles ammunition, are proper accountability procedures in place?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
j. Are required inspections conducted in conjunction with the annual CHP 118?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Is a second inspection of the primary firearm conducted every six months?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
5. PHYSICAL METHODS OF ARREST	EVALUATED YES	ACTION REQUIRED NO
a. Do officers practice weaponless defense?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are officers familiar with the opponent's five weakest points?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Have officers with previous assault injuries thoroughly familiarized themselves with weaponless defense?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Were demonstrations of the following control techniques by officers observed:		
(1) Control holds.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Punches.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Strikes.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) Blocks.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(5) Defensive kicks.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(6) Defenses against grabs.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(7) Defenses against weapons.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(8) Ground defense and takedowns.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(9) Placing and removing suspects into and from vehicles.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

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c. Were observations of practical handcuffing techniques made?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Can officers successfully apply handcuffs to a suspect who is standing, kneeling, prone, or uncooperative?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are all uniformed personnel knowledgeable of departmental policy on handcuffing?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
d. Are all persons subjected to physical arrest searched for offensive weapons?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Has the local jail's experience with CHP arrests been reviewed?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(2) Has a practical demonstration of preliminary frisks and thorough searches been observed?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Do all officers know guidelines pertaining to searches of the opposite sex as outlined in policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

6. ENFORCEMENT TACTICS

	EVALUATED YES	ACTION REQUIRED NO	CORRECTED
a. Do sergeants and officers have knowledge of proper procedures which should be followed during each of the five options of an enforcement stop?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
b. Do officers have a constant awareness of their personal safety during enforcement stops and when apprehending suspected or known criminals?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(1) Were demonstrations of an enforcement stop observed which show the officers' ability to safely control the situation at all times regardless of the level of hazard presented?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(a) Is the violator stop effectively made?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(b) Is the violator completely controlled?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(c) Is the prisoner properly prepared for transportation?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
c. Is there evidence of pre-planning and coordination with allied agencies to prepare beat officers for hostage situations?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(1) Do officers understand their role is limited to containment of the incident until relieved by the authority having jurisdiction?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(2) Are officers aware of the need to maintain fire discipline at all times?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(3) Are officers knowledgeable of their responsibility to detain potential witnesses, control ingress and egress to the scene, evacuate the area if required, and render necessary medical aid?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(4) Were various officers and supervisors questioned to determine their knowledge of the CHP role in hostage incidents?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	

7. PURSUITS

	EVALUATED YES	ACTION REQUIRED NO	CORRECTED
a. Are all uniformed personnel well-versed in policy regarding the conduct of pursuits?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(1) Number of units?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(2) When to discontinue?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(3) Were pursuit critiques checked to determine if the pursuits comply with enforcement guidelines listed in policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(a) Where noncompliance is indicated, were corrective actions taken?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
b. Does the Area have written guidelines or plans to ensure proper coordination with allied agencies during pursuits?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	

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(1) Are any written agreements on file?			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
(2) Is Division involved in the planning process?			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
(3) Does the Area have and use a pursuit training guide tailored to the specific needs of the command?			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
8. FORCIBLE STOPS	EVALUATED YES	ACTION REQUIRED NO	CORRECTED
a. Are Area personnel knowledgeable regarding the policy on forcible stops?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(1) Does the Area follow departmental policy?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(2) Have forcible stop reports been reviewed for compliance with policy?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(a) If forcible stop policy has not been complied with, has corrective action been taken or training conducted?			<input type="checkbox"/> Yes <input type="checkbox"/> No
9. ROADBLOCKS	EVALUATED YES	ACTION REQUIRED NO	CORRECTED
a. Has the Area worked with allied agencies to develop plans for establishing roadblocks and deployment of the hollow spike strip?			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
(1) Are strategic points and personnel assignments outlined?			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
(2) Have the officers received instructions on the proper methods of establishing roadblocks?			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
(3) Have interagency training sessions been conducted?			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
10. RADIO FAMILIARIZATION	EVALUATED YES	ACTION REQUIRED NO	CORRECTED
a. Are officers familiar with all aspects of the radio control head?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
b. Can officers demonstrate how to change the radio from their home Area to another Area/Division?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
c. Can officers efficiently operate all emergency equipment from the radio head?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

On November 5, 2008, Coastal Division training unit conducted a formal Chapter 17 Management evaluation.

1. COMMAND INVOLVEMENT:

- a. The Santa Maria Area command emphasizes the importance of proper enforcement tactics as a means toward lowering incidences of occupational injuries.
- (3). A random check of five officers revealed that the command ensures that at least one officer safety related comment is included on all monthly CHP 100 forms and CHP 118 evaluations.

2. TRAINING AND CERTIFICATION:

- a. The Area's training records were evaluated and reflected that the required training for all officers and sergeants has been properly conducted.
 - (1). Each year, all officers and sergeants are certified in OST/PMA by the 4th quarter Area training day. If an employee is not present during the required certification, a make up is scheduled. During this inspection, we discovered one officer deficient in OST/PMA certification. That officer was certified at the end of the inspection.
- d. The Santa Maria Area currently has three certified OST/PMA instructors. A supervisor is present at all certification sessions to ensure quality and quantity of training.

3. SAFETY EQUIPMENT:

- a. All uniformed employees carry the Oleoresin Capsicum (OC) spray while on duty. Each employee has been provided the necessary follow up training as to the departmental policy in regards to the discharge of and the reporting of the OC spray.
- e. All uniformed employees wear soft body armor as required by policy. Only one vest is on the Expiration Report and this was going to be corrected by the training officer.

- f. During the inspection, it was noted that many officers did not have a current CHP 311 noted in ETRS per HPM 11.2, 10-1. After a check of personnel files this was confirmed and it is necessary for the command to immediately address this discrepancy. **Refer to Item #1.**

4. FIREARMS:

- b. After an examination of the areas Monthly Pistol, Rifle and Shotgun shoots, it was determined all uniformed personnel were current in their pistol shoots. Five officers were not current in both rifle and shotgun which needs to be addressed by the Area. **Refer to Item #2.**
- f. Policy is adhered to in regards to the loading and unloading of firearms utilizing the clearing tube.
- h. The Area follows proper policy and procedure when a supply of ammunition is received. As well as issuing ammunition for range training. An officer and Sergeant check the ammunition into the armory when the quarterly order arrives. Additionally, an officer and a Sergeant complete a quarterly audit of all ammunition.

5. PHYSICAL METHODS OF ARREST:

- a. During the Chapter 17 at the Santa Maria Area Office, Officer H. Mangus observed the officers perform handcuffing techniques. All techniques were conducted within departmental standards. Officer Aaron Erickson #15823 demonstrated the Bent Wrist and Standing Search techniques and Officer Erickson did a **good job**. Officer Erickson used the wrong hands to restrain the subject while performing the searching technique. Upon further instruction, Officer Erickson demonstrated the technique without further assistance.
- b. Officer Chenoweth #14449 demonstrated the Preliminary Frisk and Standing Twist Lock Techniques. Officer Chenoweth did an **outstanding job** and required no assistance.

EVALUATION: It is apparent the Santa Maria Area takes PMA/OST seriously but, the Area should allow more time for refresher training to focus on the details and review of policy in regards to this training.

6. ENFORCEMENT TACTICS:

- a. All techniques were conducted within Departmental standards. Officer Erickson, #15823 completed a Felony stop. Officer Erickson completed a Felony Kneeling. Officer Erickson put his gun away prior to having the subject cross his feet and bowing the arm. Upon further instruction, Officer Erickson demonstrated the technique without assistance. Officer Erickson and Officer Chenoweth did an **outstanding job**, communicated well and required no assistance.

7. PURSUITS:

- a. All uniformed employees have received required quarterly training regarding pursuits. All officers questioned, were able to provide proper responses to the Department's pursuit policy.

8. RADIO FAMILIARIZATION:

- a. Officer Erickson #15823 demonstrated **outstanding** knowledge of radio control head usage and was able to change Divisions and Areas in an emergency event.

M e m o r a n d u m

Date: December 5, 2008

To: Coastal Division

From: **DEPARTMENT OF CALIFORNIA HIGHWAY PATROL**
Santa Maria Area

File No.: 750.12036.9762

Subject: CHAPTER 17 INSPECTION SUMMARY - SANTA MARIA AREA

November 5, 2008, Coastal Division conducted a Chapter 17 formal inspection. The chapter inspection identified two issues that warranted Area's attention. The two issues were:

1. Area was deficient with required pistol, shotgun and rifle qualifying shoots as outlined in HPM 70.8 Chapter 3-1; and
2. CHP 311 inspections are not being completed as required per HPM 11.2, Chapter 10-1

The two issues were corrected with implementation of the following:

1. At the conclusion of each range day when the range officer(s) submits the CHP 416 (Monthly Record of Shoots) to a supervisor for verification, he will advise the approving supervisor which officer(s) did not shoot that day. The supervisor will then check the Master Schedule to ascertain whether or not that officer(s) will be able to shoot the next range day. If the officer is working that day, he/she will be required to shoot. If the officer, however, is off duty, he/she will be scheduled for another day to ensure the monthly shoot was completed. Area's regular means of recording required firearm shoots will remain in effect, but will act as a secondary deterrent.
2. The CHP 311 will be completed during the officers' annual performance appraisal process (CHP 118). Supervisors will access the Employee Training Records System and complete that required form and save it to Area's server. Hence, when the CHP 118 is submitted to the Area Commander for approval, he can verify the CHP 311 was completed.



M. L. OLSON, Lieutenant
Commander

Safety, Service, and Security

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AREA Buellton	DIVISION Coastal	NUMBER 755
EVALUATED BY Fian ops.		DATE 10/22/2008

INSTRUCTIONS: Indicate items reviewed by placing a check in the "Evaluated" box and/or the "Action Required" box. If this form is used as a Correction Report, the "Correction" box should be initialed and dated as deficiencies are corrected. Answer individual items with "yes" or "no" answers, or fill in the blanks as indicated. If additional comments are necessary, the information can be placed on the CHP 454, Area Management Evaluation Supplement. The Supplement should include significant findings, accomplishments or corrective actions, unresolved items, problems or progress, and the evaluator's overall impressions. This form can be completed in pen or pencil, and the Supplement can be handwritten if desired.

TYPE OF EVALUATION <input checked="" type="checkbox"/> Formal Evaluation <input type="checkbox"/> Informal Evaluation		SUSPENSE DATE	
FOLLOW-UP REQUIRED <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		COMMANDER'S REVIEW	
BY _____		DATE	
1. COMMAND INVOLVEMENT		EVALUATED yes	ACTION REQUIRED no

a. Does the command emphasize importance of proper enforcement tactics to achieve the lowest possible incidence of injuries incurred by officers? ☒ Yes ☐ No

(1) Does the commander stress importance of proper enforcement tactics, including use of force? ☒ Yes ☐ No

(2) Does the safety record of the command reflect an awareness of proper tactics? ☒ Yes ☐ No

(3) Do the officers' CHP 100 and CHP 118s, Performance Appraisals, contain comments on officer safety? ☒ Yes ☐ No

b. Are the commander and lieutenants knowledgeable of enforcement tactics, physical methods of arrest, proper use of force, and the correct use of safety equipment? ☒ Yes ☐ No

(1) Is this knowledge applied properly in critiques of incidents involving officers and sergeants? ☒ Yes ☐ No

(2) Do the captain and lieutenants maintain a minimum level of enforcement skills? ☒ Yes ☐ No

(a) Do they attend officer safety training sessions? ☒ Yes ☐ No

(b) If they are not involved in officer safety, what are the reasons?

2. TRAINING AND CERTIFICATION	EVALUATED yes	ACTION REQUIRED no	CORRECTED
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a. Do training records indicate formal training has been received and certified? ☒ Yes ☐ No

(1) Do records reflect annual certification of traffic officers and sergeants for proficiency in enforcement tactics, physical methods of arrest, and the proper use of safety equipment (use of force)? Have certifications been recorded for:

(a) Searching techniques. ☒ Yes ☐ No

(b) Handcuffing. ☒ Yes ☐ No

(c) Use of safety equipment. ☒ Yes ☐ No

(d) Suspect control. ☒ Yes ☐ No

(e) High risk and felony stops. ☒ Yes ☐ No

(f) Hostage control. ☒ Yes ☐ No

(g) Prisoner transportation. ☒ Yes ☐ No

(h) Radio control head operation. ☒ Yes ☐ No

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(2) Is the command dedicating enough time toward training?

☒ Yes ☐ No

(a) Do training records reflect certifications for officers and sergeants are current?

☒ Yes ☐ No

(b) Is there an established follow-up procedure to assure timely recertification of all officers and sergeants?

☒ Yes ☐ No

b. Do Area supervisors review CHP 121s, CHP 121As, pursuit investigations, personnel complaints, and employ general observations to determine if proper enforcement tactics are being used in the Area?

☒ Yes ☐ No

(1) Are well-handled incidents recorded for future training purposes?

☒ Yes ☐ No

(2) Are use of force situations closely reviewed to ascertain if all uniformed personnel understand when, and what level of force, is justified?

☒ Yes ☐ No

(a) Does an examination of CHP 100, CHP 118s, and citizen complaints indicate a through review is being made?

☒ Yes ☐ No

(b) Do Area supervisors notify those officers who are not proficient and ensure refresher training is made available?

☒ Yes ☐ No

c. Is refresher training required prior to certification?

☒ Yes ☐ No

(1) Are the number of training hours necessary to accomplish certification indicated on the CHP 270?

☒ Yes ☐ No

(a) Is any pattern of training weakness apparent?

☐ Yes ☒ No

(b) Have necessary remedial steps been taken to assure thorough and continuous proficiency in all categories?

☒ Yes ☐ No

d. Does the command have an adequate number of instructors?

☒ Yes ☐ No

(1) Is instructor proficiency maintained?

☒ Yes ☐ No

(2) Has an individual been given responsibility for the program?

☒ Yes ☐ No

(a) Does that individual ensure the quality and level of proficiency is maintained?

☒ Yes ☐ No

(3) Are there adequate and properly maintained facilities and equipment available for officer safety training?

☒ Yes ☐ No

(4) What is the quality and quantity of the training being given? The quality of training is good. It might be beneficial to have PMA refresher training mid-year to ensure parishable skills are not lost.

(5) Have the supervisor and his/her alternate received proper training?

☒ Yes ☐ No

3. SAFETY EQUIPMENT

EVALUATED

ACTION REQUIRED

CORRECTED

a. Is Oleoresin Capsicum (OC) spray (pepper spray) carried by all uniformed personnel, captain and below, while on duty, in uniform?

☒ Yes ☐ No

(1) Is OC spray used when the need is indicated? Are notations made on booking sheets when OC spray is utilized to subdue a subject?

☒ Yes ☐ No

(2) When an officer is assaulted and an injury occurs, are the supervisors noting the use/nonuse of OC spray on the CHP 121?

☒ Yes ☐ No

(3) Are individuals who are exposed to OC spray decontaminated by flushing the affected area with clear water within 30 minutes?

☒ Yes ☐ No

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(a) Do Area patrol cars carry at least two 500 mil. bottles of saline solution?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Are officers/sergeants familiar with the decontamination and first-aid procedure?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Are officers/sergeants familiar with the function of their duty holsters?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Can officers/sergeants draw and fire their weapon, re-holster and without looking at the holster, fasten the safety strap with one hand?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Can officers and sergeants draw and fire their weapons within one and a half seconds, using one hand?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Is there personal confirmation by the testing officer that all weapons are unloaded prior to holster-related exercises?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Are officers/sergeants proficient in reloading their weapons?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
d. Do officers/sergeants routinely practice with their batons?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do officers/sergeants carry their batons on all enforcement stops?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Can officers/sergeants successfully demonstrate approved baton techniques?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
e. Do all uniformed personnel wear body armor? <i>REFER TO ITEM 1</i>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Were required reports submitted to Supply Services Unit, per policy, for any incidents where body armor was struck by a bullet or other penetrating type instrument?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) If so, did the involved officer receive a complete physical examination?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
f. Are holsters, ammunition, magazines, magazine pouches, handcuffs, handcuff case, and OC spray projectors inspected in conjunction with the annual performance appraisal? <i>REFER TO ITEM 2</i>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(1) Do CHP 311 forms indicate compliance?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(2) Were deficiencies corrected within 30 days of the inspection? <i>MA</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
4. FIREARMS	EVALUATED <i>yes</i>	ACTION REQUIRED <i>yes</i>
a. Has the requirement for quarterly review of policy regulating discharge of firearms been compiled with?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do officers thoroughly understand the policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Do incidents involving firearms show proper understanding of the policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Are shoots conducted as required by policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Have steps been taken to correct training deficiencies? <i>MA</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are weapons training and maintenance records readily available? Current?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Do training records show qualification with all authorized weapons, day/night shoots, etc.?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Does the Area have a range officer?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Has the officer completed Academy training for range officers?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Does the officer supervise all shoots?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Is the officer well-organized in his/her training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) Is there a designated alternate to the range officer?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Has that officer received Academy training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

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d. Are range facilities adequate for pistol, rifle, shotgun and night shoots?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) If not, has alternate training been established and plans developed to obtain adequate facilities?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Do plans follow instructions for range contract renegotiations?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Have future range needs been considered?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
e. Is an effective and efficient inventory process for shotguns, rifles, and ammunition in place?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Have shotguns been inventoried as required?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Are all shotguns accounted for?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Is maintenance/cleaning done as required?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Are shotguns fired annually to ensure operable condition?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Have tactical rifles been inventoried as required?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Are all tactical rifles accounted for?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Is maintenance/cleaning done as required?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Is there adequate storage when the weapons are not being carried by on-duty officers?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
(d) Is there an effective method for assignment and control?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Is there a procedure in place to periodically audit ammunition? Are the following steps in the audit process taken?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Beginning inventory determined?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Has the total amount of ammunition ordered by requisition as well as returned (unused) ammunition been determined?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Has the total rounds issued per ammunition records been determined?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(d) Has a physical inventory of ammunition been taken?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(e) Has the physical count been compared to the balance on hand according to the inventory record?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(f) Have rounds issued per training records been compared to rounds fired per shooting rosters?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(g) Has the mathematical accuracy of the inventory records been tested?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(h) When ammunition orders are received from Supply Services Unit, is the merchandise inspected, quantities checked against the packing/shipping documents, exceptions noted, and receipt acknowledged immediately upon delivery?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
f. Is policy adhered to requiring firearms not to be drawn, loaded, or unloaded except in the clearing tube?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Does location of the clearing tube(s) provide safety to personnel in or about the office in the event of an accidental discharge?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
g. Are weapons training records maintained as required per policy? Has record reliability been determined by testing the accuracy of the following recorded information?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do the dates recorded on the various records correspond to the actual date training was conducted?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Do training dates correspond to the activity information on the employee's CHP 415?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

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(3) Do training dates closely correspond to the dates ammunition was issued for training (per inventory records)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) Was ammunition issued for training (per inventory records) compared with the actual amount expended (per the shooting roster)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Once done, was the disposition of any unused ammunition verified for those training days tested?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(5) Are records kept updated as training takes place?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(6) Is training recorded on the employee's CHP 270 and in ETRS?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(7) Is required information recorded in accordance with established guidelines and instructions?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(8) Is a roster maintained for each shoot which includes all pertinent information (type of shoot, scores, date, etc.)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
h. Is there a procedure in place which ensures the person processing the ammunition requisition is not involved with the receiving and recording of ammunition inventory?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Is a similar procedure in place which ensures the person recording weapons training information is not involved with handling and recording ammunition?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Is access to the ammunition storage and inventory records limited to the ammunition officer and supervisor or backup employee?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
i. If Area has a resident post (RP), what procedures are used to ensure weapons training of RP officers?		

(1) If RP handles ammunition, are proper accountability procedures in place?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
j. Are required inspections conducted in conjunction with the annual CHP 118?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Is a second inspection of the primary firearm conducted every six months?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

5. PHYSICAL METHODS OF ARREST	EVALUATED <i>Yes</i>	ACTION REQUIRED <i>NO</i>	CORRECTED
a. Do officers practice weaponless defense?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
(1) Are officers familiar with the opponent's five weakest points?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
(2) Have officers with previous assault injuries thoroughly familiarized themselves with weaponless defense?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
b. Were demonstrations of the following control techniques by officers observed:			
(1) Control holds.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
(2) Punches.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
(3) Strikes.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
(4) Blocks.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
(5) Defensive kicks.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
(6) Defenses against grabs.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
(7) Defenses against weapons.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
(8) Ground defense and takedowns.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
(9) Placing and removing suspects into and from vehicles.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		

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c. Were observations of practical handcuffing techniques made? ☒ Yes ☐ No

(1) Can officers successfully apply handcuffs to a suspect who is standing, kneeling, prone, or uncooperative? ☒ Yes ☐ No

(2) Are all uniformed personnel knowledgeable of departmental policy on handcuffing? ☒ Yes ☐ No

d. Are all persons subjected to physical arrest searched for offensive weapons? ☒ Yes ☐ No

(1) Has the local jail's experience with CHP arrests been reviewed? ☐ Yes ☒ No

(2) Has a practical demonstration of preliminary frisks and thorough searches been observed? ☒ Yes ☐ No

(3) Do all officers know guidelines pertaining to searches of the opposite sex as outlined in policy? ☒ Yes ☐ No

6. ENFORCEMENT TACTICS

EVALUATED

YES

ACTION REQUIRED

NO

CORRECTED

a. Do sergeants and officers have knowledge of proper procedures which should be followed during each of the five options of an enforcement stop? ☒ Yes ☐ No

b. Do officers have a constant awareness of their personal safety during enforcement stops and when apprehending suspected or known criminals? ☒ Yes ☐ No

(1) Were demonstrations of an enforcement stop observed which show the officers' ability to safely control the situation at all times regardless of the level of hazard presented? ☒ Yes ☐ No

(a) Is the violator stop effectively made? ☒ Yes ☐ No

(b) Is the violator completely controlled? ☒ Yes ☐ No

(c) Is the prisoner properly prepared for transportation? ☒ Yes ☐ No

c. Is there evidence of pre-planning and coordination with allied agencies to prepare beat officers for hostage situations? ☒ Yes ☐ No

(1) Do officers understand their role is limited to containment of the incident until relieved by the authority having jurisdiction? ☒ Yes ☐ No

(2) Are officers aware of the need to maintain fire discipline at all times? ☒ Yes ☐ No

(3) Are officers knowledgeable of their responsibility to detain potential witnesses, control ingress and egress to the scene, evacuate the area if required, and render necessary medical aid? ☒ Yes ☐ No

(4) Were various officers and supervisors questioned to determine their knowledge of the CHP role in hostage incidents? ☒ Yes ☐ No

7. PURSUITS

EVALUATED

YES

ACTION REQUIRED

NO

CORRECTED

a. Are all uniformed personnel well-versed in policy regarding the conduct of pursuits? ☒ Yes ☐ No

(1) Number of units? ☒ Yes ☐ No

(2) When to discontinue? ☒ Yes ☐ No

(3) Were pursuit critiques checked to determine if the pursuits comply with enforcement guidelines listed in policy? ☒ Yes ☐ No

(a) Where noncompliance is indicated, were corrective actions taken? ☒ Yes ☐ No

b. Does the Area have written guidelines or plans to ensure proper coordination with allied agencies during pursuits? ☒ Yes ☐ No

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(1) Are any written agreements on file?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Is Division involved in the planning process?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Does the Area have and use a pursuit training guide tailored to the specific needs of the command?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
8. FORCIBLE STOPS	EVALUATED YES	ACTION REQUIRED NO
a. Are Area personnel knowledgeable regarding the policy on forcible stops?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Does the Area follow departmental policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Have forcible stop reports been reviewed for compliance with policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) If forcible stop policy has not been complied with, has corrective action been taken or training conducted?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
9. ROADBLOCKS	EVALUATED YES	ACTION REQUIRED NO
a. Has the Area worked with allied agencies to develop plans for establishing roadblocks and deployment of the hollow spike strip?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are strategic points and personnel assignments outlined?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Have the officers received instructions on the proper methods of establishing roadblocks?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Have interagency training sessions been conducted?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
10. RADIO FAMILIARIZATION	EVALUATED YES	ACTION REQUIRED NO
a. Are officers familiar with all aspects of the radio control head?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Can officers demonstrate how to change the radio from their home Area to another Area/Division?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Can officers efficiently operate all emergency equipment from the radio head?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

On October 22, 2008, Coastal Division training unit conducted a formal Chapter 17 Management evaluation.

1. COMMAND INVOLVEMENT:

- a. The Buellton Area command emphasizes the importance of proper enforcement tactics as a means toward lowering incidences of occupational injuries.
- (3.) A random check of 5 officers revealed that the command ensures that at least one officer safety related comment is included on all monthly CHP 100 forms and CHP 118 evaluations.

2. TRAINING AND CERTIFICATION:

- a. The Area's training records were evaluated and reflected that the required training for all officers and sergeants has been properly conducted.
 - (1). Each year, all officers and sergeants are certified in OST/PMA by the 4th quarter Area training day. If an employee is not present during the required certification, a deficiency list is completed and those employees are scheduled for a make up training day. During this inspection, we discovered all officers and sergeants were already certified prior to the end of the year.
- c. Refresher training in a scenario format has been provided by the area prior to OST/PMA certification.
- d. The Buellton Area currently has two certified OST/PMA instructors. A supervisor is present at all certification sessions to ensure quality and quantity of training.

3. SAFETY EQUIPMENT:

- a. All uniformed employees carry the Oleoresin Capsicum (OC) spray while on duty. Each employee has been provided the necessary follow up training as to the departmental policy in regards to the discharge of and the reporting of the OC spray.
- e. All uniformed employees wear soft body armor as required by policy. All vests, except one showed to be expired, but after speaking with the training officer he explained most officers had new vests, but the serial numbers and dates had not been entered into ETRS. **Refer to Item #1**
- f. During the inspection, it was noted that only three officers had current CHP 311 noted in ETRS per HPM 11.2, 10-1. After a check of personnel files this was confirmed and it is necessary for the command to immediately address this discrepancy. **Refer to Item #2**

4. FIREARMS:

- b. After an examination of the areas Monthly Pistol, Rifle and Shotgun shoots, it was determined all uniformed personnel were current in their rifle shoots, pistol, shoots.
- d. The Area has access to one range facility and the Area has an almost 100% compliance rate of officers attending the range.
- f. Policy is adhered to in regards to the loading and unloading of firearms utilizing the clearing tube.
- h. The Area follows proper policy and procedure when a supply of ammunition is received. As well as issuing ammunition for range training. An officer and Sergeant check the ammunition into the armory when the quarterly order arrives. Additionally, an officer and a Sergeant complete a quarterly audit of all ammunition.

5. **PHYSICAL METHODS OF ARREST:**

- c. During the Chapter 17 at Buellton Area Office, I observed the officers perform handcuffing techniques. All techniques were conducted within departmental standards. Off. R. Larson #10805 demonstrated the Twist Lock technique and Full Search. Officer Larson did an **outstanding job** and required no assistance.

EVALUATION: It is apparent the Buellton Area takes PMA/OST seriously and their officers were well versed in PMA and weaponless defense as outlined in HPM 70.6

6. **ENFORCEMENT TACTICS:**

- a. All techniques were conducted within Departmental standards. Officers R. Larson #15973 and Sgt. Mullen #10805 completed a Felony Car Stop scenario. They completed a Felony Kneeling Twist Lock and a full search. They did an **outstanding job**, communicated well and required no assistance.

7. **PURSUIITS:**

- a. All uniformed employees have received required quarterly training regarding pursuits. All Officers' questioned, were able to provide proper responses in regards to the Department's pursuit policy.

8. **RADIO FAMILIARIZATION:**

- a. Officer J. Nevarez #13564 demonstrated **excellent** knowledge of radio control head usage.

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AREA MANAGEMENT EVALUATION

OFFICER SAFETY

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AREA 760	DIVISION Coastal	NUMBER
EVALUATED BY Field Operations Unit		DATE September 10, 2008

INSTRUCTIONS: Indicate items reviewed by placing a check in the "Evaluated" box and/or the "Action Required" box. If this form is used as a Correction Report, the "Correction" box should be initialed and dated as deficiencies are corrected. Answer individual items with "yes" or "no" answers, or fill in the blanks as indicated. If additional comments are necessary, the information can be placed on the CHP 454, Area Management Evaluation Supplement. The Supplement should include significant findings, accomplishments or corrective actions, unresolved items, problems or progress, and the evaluator's overall impressions. This form can be completed in pen or pencil, and the Supplement can be handwritten if desired.

TYPE OF EVALUATION <input checked="" type="checkbox"/> Formal Evaluation <input type="checkbox"/> Informal Evaluation		SUSPENSE DATE	
FOLLOW-UP REQUIRED <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Correction Report BY _____	

COMMAND INVOLVEMENT	EVALUATED YES	ACTION REQUIRED NO	CORRECTED
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a. Does the command emphasize importance of proper enforcement tactics to achieve the lowest possible incidence of injuries incurred by officers? ☒ Yes ☐ No

(1) Does the commander stress importance of proper enforcement tactics, including use of force? ☒ Yes ☐ No

(2) Does the safety record of the command reflect an awareness of proper tactics? ☒ Yes ☐ No

(3) Do the officers' CHP 100 and CHP 118s, Performance Appraisals, contain comments on officer safety? ☒ Yes ☐ No

b. Are the commander and lieutenants knowledgeable of enforcement tactics, physical methods of arrest, proper use of force, and the correct use of safety equipment? ☒ Yes ☐ No

(1) Is this knowledge applied properly in critiques of incidents involving officers and sergeants? ☒ Yes ☐ No

(2) Do the captain and lieutenants maintain a minimum level of enforcement skills? ☒ Yes ☐ No

(a) Do they attend officer safety training sessions? ☒ Yes ☐ No

(b) If they are not involved in officer safety, what are the reasons?

TRAINING AND CERTIFICATION	EVALUATED YES	ACTION REQUIRED YES	CORRECTED
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a. Do training records indicate formal training has been received and certified? ☒ Yes ☐ No

(1) Do records reflect annual certification of traffic officers and sergeants for proficiency in enforcement tactics, physical methods of arrest, and the proper use of safety equipment (use of force)? Have certifications been recorded for:

(a) Searching techniques. ☒ Yes ☐ No

(b) Handcuffing. ☒ Yes ☐ No

(c) Use of safety equipment. ☒ Yes ☐ No

(d) Suspect control. ☒ Yes ☐ No

(e) High risk and felony stops. ☒ Yes ☐ No

(f) Hostage control. ☒ Yes ☐ No

(g) Prisoner transportation. ☒ Yes ☐ No

(h) Radio control head operation. ☒ Yes ☐ No

AREA MANAGEMENT EVALUATION

OFFICER SAFETY

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(2) Is the command dedicating enough time toward training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Do training records reflect certifications for officers and sergeants are current?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(b) Is there an established follow-up procedure to assure timely recertification of all officers and sergeants?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Do Area supervisors review CHP 121s, CHP 121As, pursuit investigations, personnel complaints, and employ general observations to determine if proper enforcement tactics are being used in the Area?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are well-handled incidents recorded for future training purposes?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are use of force situations closely reviewed to ascertain if all uniformed personnel understand when, and what level of force, is justified?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Does an examination of CHP 100, CHP 118s, and citizen complaints indicate a thorough review is being made?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Do Area supervisors notify those officers who are not proficient and ensure refresher training is made available?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
c. Is refresher training required prior to certification?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are the number of training hours necessary to accomplish certification indicated on the CHP 270?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Is any pattern of training weakness apparent?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Have necessary remedial steps been taken to assure thorough and continuous proficiency in all categories?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
d. Does the command have an adequate number of instructors?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Is instructor proficiency maintained?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Has an individual been given responsibility for the program?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Does that individual ensure the quality and level of proficiency is maintained?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Are there adequate and properly maintained facilities and equipment available for officer safety training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) What is the quality and quantity of the training being given?	The quality and quantity of training is very good. However, a program needs to be put into place for uniformed personnel who transfer in to the Area to ensure certification is current.	
(5) Have the supervisor and his/her alternate received proper training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

SAFETY EQUIPMENT

	EVALUATED YES	ACTION REQUIRED NO	CORRECTED
a. Is Oleoresin Capsicum (OC) spray (pepper spray) carried by all uniformed personnel, captain and below, while on duty, in uniform?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(1) Is OC spray used when the need is indicated? Are notations made on booking sheets when OC spray is utilized to subdue a subject?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(2) When an officer is assaulted and an injury occurs, are the supervisors noting the use/nonuse of OC spray on the CHP 121?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(3) Are individuals who are exposed to OC spray decontaminated by flushing the affected area with clear water within 30 minutes?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	

(a) Do Area patrol cars carry at least two 500 mil. bottles of saline solution?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Are officers/sergeants familiar with the decontamination and first-aid procedure?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Are officers/sergeants familiar with the function of their duty holsters?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Can officers/sergeants draw and fire their weapon, re-holster and without looking at the holster, fasten the safety strap with one hand?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Can officers and sergeants draw and fire their weapons within one and a half seconds, using one hand?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Is there personal confirmation by the testing officer that all weapons are unloaded prior to holster-related exercises?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Are officers/sergeants proficient in reloading their weapons?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
d. Do officers/sergeants routinely practice with their batons?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do officers/sergeants carry their batons on all enforcement stops?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Can officers/sergeants successfully demonstrate approved baton techniques?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
e. Do all uniformed personnel wear body armor?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Were required reports submitted to Supply Services Unit, per policy, for any incidents where body armor was struck by a bullet or other penetrating type instrument?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
(a) If so, did the involved officer receive a complete physical examination?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
f. Are holsters, ammunition, magazines, magazine pouches, handcuffs, handcuff case, and OC spray projectors inspected in conjunction with the annual performance appraisal?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do CHP 311 forms indicate compliance?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Were deficiencies corrected within 30 days of the inspection?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
FIREARMS	EVALUATED YES	ACTION REQUIRED YES
a. Has the requirement for quarterly review of policy regulating discharge of firearms been compiled with?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do officers thoroughly understand the policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Do incidents involving firearms show proper understanding of the policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Are shoots conducted as required by policy?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(1) Have steps been taken to correct training deficiencies?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are weapons training and maintenance records readily available? Current?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Do training records show qualification with all authorized weapons, day/night shoots, etc.?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
c. Does the Area have a range officer?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Has the officer completed Academy training for range officers?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Does the officer supervise all shoots?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Is the officer well-organized in his/her training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) Is there a designated alternate to the range officer?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Has that officer received Academy training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

AREA MANAGEMENT EVALUATION

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d. Are range facilities adequate for pistol, rifle, shotgun and night shoots?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) If not, has alternate training been established and plans developed to obtain adequate facilities?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Do plans follow instructions for range contract renegotiations?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Have future range needs been considered?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
e. Is an effective and efficient inventory process for shotguns, rifles, and ammunition in place?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Have shotguns been inventoried as required?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Are all shotguns accounted for?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Is maintenance/cleaning done as required?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Are shotguns fired annually to ensure operable condition?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Have tactical rifles been inventoried as required?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Are all tactical rifles accounted for?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Is maintenance/cleaning done as required?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Is there adequate storage when the weapons are not being carried by on-duty officers?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(d) Is there an effective method for assignment and control?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Is there a procedure in place to periodically audit ammunition? Are the following steps in the audit process taken?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Beginning inventory determined?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Has the total amount of ammunition ordered by requisition as well as returned (unused) ammunition been determined?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Has the total rounds issued per ammunition records been determined?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(d) Has a physical inventory of ammunition been taken?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(e) Has the physical count been compared to the balance on hand according to the inventory record?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(f) Have rounds issued per training records been compared to rounds fired per shooting rosters?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(g) Has the mathematical accuracy of the inventory records been tested?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(h) When ammunition orders are received from Supply Services Unit, is the merchandise inspected, quantities checked against the packing/shipping documents, exceptions noted, and receipt acknowledged immediately upon delivery?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
f. Is policy adhered to requiring firearms not to be drawn, loaded, or unloaded except in the clearing tube?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Does location of the clearing tube(s) provide safety to personnel in or about the office in the event of an accidental discharge?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
g. Are weapons training records maintained as required per policy? Has record reliability been determined by testing the accuracy of the following recorded information?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do the dates recorded on the various records correspond to the actual date training was conducted?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Do training dates correspond to the activity information on the employee's CHP 415?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

AREA MANAGEMENT EVALUATION**OFFICER SAFETY**

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(3) Do training dates closely correspond to the dates ammunition was issued for training (per inventory records)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) Was ammunition issued for training (per inventory records) compared with the actual amount expended (per the shooting roster)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Once done, was the disposition of any unused ammunition verified for those training days tested?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(5) Are records kept updated as training takes place?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(6) Is training recorded on the employee's CHP 270 and in ETRS?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(7) Is required information recorded in accordance with established guidelines and instructions?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(8) Is a roster maintained for each shoot which includes all pertinent information (type of shoot, scores, date, etc.)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
h. Is there a procedure in place which ensures the person processing the ammunition requisition is not involved with the receiving and recording of ammunition inventory?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Is a similar procedure in place which ensures the person recording weapons training information is not involved with handling and recording ammunition?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(2) Is access to the ammunition storage and inventory records limited to the ammunition officer and supervisor or backup employee?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
i. If Area has a resident post (RP), what procedures are used to ensure weapons training of RP officers?		
(1) If RP handles ammunition, are proper accountability procedures in place?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
j. Are required inspections conducted in conjunction with the annual CHP 118?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Is a second inspection of the primary firearm conducted every six months?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

PHYSICAL METHODS OF ARREST	EVALUATED YES	ACTION REQUIRED NO	CORRECTED
a. Do officers practice weaponless defense?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(1) Are officers familiar with the opponent's five weakest points?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(2) Have officers with previous assault injuries thoroughly familiarized themselves with weaponless defense?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
b. Were demonstrations of the following control techniques by officers observed:			
(1) Control holds.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(2) Punches.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(3) Strikes.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(4) Blocks.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(5) Defensive kicks.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(6) Defenses against grabs.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(7) Defenses against weapons.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(8) Ground defense and takedowns.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(9) Placing and removing suspects into and from vehicles.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	

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c. Were observations of practical handcuffing techniques made? ☒ Yes ☐ No

(1) Can officers successfully apply handcuffs to a suspect who is standing, kneeling, prone, or uncooperative? ☒ Yes ☐ No

(2) Are all uniformed personnel knowledgeable of departmental policy on handcuffing? ☒ Yes ☐ No

d. Are all persons subjected to physical arrest searched for offensive weapons? ☒ Yes ☐ No

(1) Has the local jail's experience with CHP arrests been reviewed? ☒ Yes ☐ No

(2) Has a practical demonstration of preliminary frisks and thorough searches been observed? ☒ Yes ☐ No

(3) Do all officers know guidelines pertaining to searches of the opposite sex as outlined in policy? ☒ Yes ☐ No

ENFORCEMENT TACTICSEVALUATED
YESACTION REQUIRED
NO

CORRECTED

a. Do sergeants and officers have knowledge of proper procedures which should be followed during each of the five options of an enforcement stop? ☒ Yes ☐ No

b. Do officers have a constant awareness of their personal safety during enforcement stops and when apprehending suspected or known criminals? ☒ Yes ☐ No

(1) Were demonstrations of an enforcement stop observed which show the officers' ability to safely control the situation at all times regardless of the level of hazard presented? ☒ Yes ☐ No

(a) Is the violator stop effectively made? ☒ Yes ☐ No

(b) Is the violator completely controlled? ☒ Yes ☐ No

(c) Is the prisoner properly prepared for transportation? ☒ Yes ☐ No

c. Is there evidence of pre-planning and coordination with allied agencies to prepare beat officers for hostage situations? ☒ Yes ☐ No

(1) Do officers understand their role is limited to containment of the incident until relieved by the authority having jurisdiction? ☒ Yes ☐ No

(2) Are officers aware of the need to maintain fire discipline at all times? ☒ Yes ☐ No

(3) Are officers knowledgeable of their responsibility to detain potential witnesses, control ingress and egress to the scene, evacuate the area if required, and render necessary medical aid? ☒ Yes ☐ No

(4) Were various officers and supervisors questioned to determine their knowledge of the CHP role in hostage incidents? ☒ Yes ☐ No

PURSUIITSEVALUATED
YESACTION REQUIRED
NO

CORRECTED

a. Are all uniformed personnel well-versed in policy regarding the conduct of pursuits? ☒ Yes ☐ No

(1) Number of units? ☒ Yes ☐ No

(2) When to discontinue? ☒ Yes ☐ No

(3) Were pursuit critiques checked to determine if the pursuits comply with enforcement guidelines listed in policy? ☒ Yes ☐ No

(a) Where noncompliance is indicated, were corrective actions taken? ☒ Yes ☐ No

b. Does the Area have written guidelines or plans to ensure proper coordination with allied agencies during pursuits? ☒ Yes ☐ No

AREA MANAGEMENT EVALUATION**OFFICER SAFETY**

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(1) Are any written agreements on file?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(2) Is Division involved in the planning process?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(3) Does the Area have and use a pursuit training guide tailored to the specific needs of the command?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
9. FORCIBLE STOPS	EVALUATED YES	ACTION REQUIRED NO
a. Are Area personnel knowledgeable regarding the policy on forcible stops?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Does the Area follow departmental policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Have forcible stop reports been reviewed for compliance with policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) If forcible stop policy has not been complied with, has corrective action been taken or training conducted?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
10. ROADBLOCKS	EVALUATED YES	ACTION REQUIRED NO
a. Has the Area worked with allied agencies to develop plans for establishing roadblocks and deployment of the hollow spike strip?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are strategic points and personnel assignments outlined?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Have the officers received instructions on the proper methods of establishing roadblocks?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Have interagency training sessions been conducted?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
11. RADIO FAMILIARIZATION	EVALUATED YES	ACTION REQUIRED NO
a. Are officers familiar with all aspects of the radio control head?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Can officers demonstrate how to change the radio from their home Area to another Area/Division?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Can officers efficiently operate all emergency equipment from the radio head?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

On September 10, 2008, Coastal Division training unit conducted a formal Chapter 17 Management evaluation.

1. COMMAND INVOLVEMENT:

- a. The Santa Barbara Area command emphasizes the importance of proper enforcement tactics, which are prominently displayed in the office, as a means toward lowering incidences of occupational injuries. **Refer to Item #1.**
A random check of 5 officers revealed that the command ensures that at least one officer safety related comment be included on all monthly CHP 100 forms and CHP 118 evaluations. This was completed electronically. Therefore, no paper copies are attached.

2. TRAINING AND CERTIFICATION:

- a. The Area's training records were evaluated and reflected that the required training for all officers and sergeants has not been properly conducted. Several deficient courses had previously been identified by the command and are scheduled for the 4th quarter. There were also training items which had been completed but were not properly entered into the ETRS system as required. **Refer to Item #2 and Item #3.**
 - (1). Each year, all officers and sergeants are certified in OST/PMA by the 4th quarter Area training day. If an employee is not present during the required certification, a deficiency list is completed and those employees are scheduled for a make up training day. During this inspection, we discovered 16 officers and 2 sergeants have been out of certification for several months. The Area has scheduled OST/PMA certification days prior to the end of the year. **Refer to Item #4.**
 - (2) Refresher training in a scenario format has been provided by the area prior to OST/PMA certification.
- d. The Santa Barbara Area currently has three certified OST/PMA instructors. A supervisor is present at all certification sessions to ensure quality and quantity of training.

ACTION ITEM:

1. **Area to ensure all uniformed employee's deficient in OST/PMA certifications are immediately re-certified.**
2. **Recommend the Area training officer contact Coastal Division training unit to schedule additional ETRS training.**

3. SAFETY EQUIPMENT:

- a. All uniformed employees carry the Oleoresin Capsicum (OC) spray while on duty. Each employee has been provided the necessary follow up training as to the departmental policy in regards to the discharge of and the reporting of the OC spray.
- e. All uniformed employees wear soft body armor as required by policy. The Area has made a list of expired vests and is processing vest to become current
- f. During the inspection, it was noted the Area's personnel have a current CHP 311 on file for each uniformed employee as noted in ETRS per HPM 11.2, 10-1.

4. FIREARMS:

- a. After an examination of the areas Monthly Pistol, Rifle and Shotgun shoots, it was determined that many of the Officers in the area are not current in their quarterly rifle or shotgun shoots. **Refer to narrative and Item #5.**
- b. The Area has access to one range facility at this time which they share with the Buellton Area. This range facility was not available during the budget crisis. The area is experiencing minor problems with their officers attending the range.
- f. Policy is adhered to in regards to the loading and unloading of firearms, by utilizing the clearing tube.
- h. The Area follows proper policy and procedure when a supply of ammunition is received. A Sergeant and a Range Officer check the ammunition into the armory when the quarterly order arrives. Additionally, one Sergeant and one Lieutenant complete a quarterly audit of all ammunition. Issuing ammunition for range training is provided in HPM 70.8 and Government Code Section 13403(a)(1) and should be followed. **Refer to Item #6.**

ACTION ITEM:

1. **Area to immediately schedule rifle and shotgun shoots for range days.**

2. **Area to immediately provide proper safeguard of state assets by establishing a separation of duties between the Range Officer and person who issues ammunition.**

5. **PHYSICAL METHODS OF ARREST:**

- a. During the Chapter 17 at Santa Barbara Area Office, officers were questioned on weaponless defense. All the officers' questions were familiar with the five weakest points.
- b. I observed officers perform handcuffing techniques. All techniques were conducted within departmental standards.

Off. R. Brown #18264 demonstrated the Bent Wrist technique and Full Search. Officer Brown did an **outstanding job** and required no assistance.

Officer Valenti #13074 demonstrated a Twist Lock technique and a Preliminary Frisk. He did an **outstanding job** and required no assistance.

- c. Officer C. Carlyle #17603 and Officer Brown #18264 completed a Felony Car Stop scenario. Officer Carlyle use an approved Felony Kneeling technique (due to suspect in uniform) to handcuff the subject. Officer Carlyle did an **outstanding job**. Partner Officer Brown showed **excellent** communication, radio operations, and mussel awareness.

EVALUATION: It is apparent Santa Barbara Area takes PMA/OST seriously and their officers were well versed in PMA and weaponless defense as outlined in HPM 70.6

6. **ENFORCEMENT TACTICS:**

- a. During OST/PMA certifications, an Area sergeant observed the officers practicing handcuffing techniques. All techniques were conducted within Departmental standards.

7. **PURSUIT:**

- a. All uniformed employees have received required quarterly training regarding pursuits. All Officers' questioned, were able to provide proper responses in regards to the Department's pursuit policy.

STATE OF CALIFORNIA
DEPARTMENT OF CALIFORNIA HIGHWAY PATROL
AREA MANAGEMENT EVALUATION
OFFICER SAFETY

HP 453S (Rev. 6-06) OPI 009

AREA Ventura	DIVISION Coastal	NUMBER 765
EVALUATED BY K. KRUSE, J. ORLETT, J. GOMEZ		DATE 07/30/2008

INSTRUCTIONS: Indicate items reviewed by placing a check in the "Evaluated" box and/or the "Action Required" box. If this form is used as a Correction Report, the "Correction" box should be initialed and dated as deficiencies are corrected. Answer individual items with "yes" or "no" answers, or fill in the blanks as indicated. If additional comments are necessary, the information can be placed on the CHP 454, Area Management Evaluation Supplement. The Supplement should include significant findings, accomplishments or corrective actions, unresolved items, problems or progress, and the evaluator's overall impressions. This form can be completed in pen or pencil, and the Supplement can be handwritten if desired.

TYPE OF EVALUATION <input checked="" type="checkbox"/> Formal Evaluation <input type="checkbox"/> Informal Evaluation		SUSPENSE DATE	
FOLLOW-UP REQUIRED <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Correction Report BY _____	COMMANDER'S REVIEW DATE
1. COMMAND INVOLVEMENT		EVALUATED YES	ACTION REQUIRED NO

- a. Does the command emphasize importance of proper enforcement tactics to achieve the lowest possible incidence of injuries incurred by officers? ☒ Yes ☐ No
- (1) Does the commander stress importance of proper enforcement tactics, including use of force? ☒ Yes ☐ No
- (2) Does the safety record of the command reflect an awareness of proper tactics? ☒ Yes ☐ No
- (3) Do the officers' CHP 100 and CHP 118s, Performance Appraisals, contain comments on officer safety? ☒ Yes ☐ No
- b. Are the commander and lieutenants knowledgeable of enforcement tactics, physical methods of arrest, proper use of force, and the correct use of safety equipment? ☒ Yes ☐ No
- (1) Is this knowledge applied properly in critiques of incidents involving officers and sergeants? ☒ Yes ☐ No
- (2) Do the captain and lieutenants maintain a minimum level of enforcement skills? ☒ Yes ☐ No
- (a) Do they attend officer safety training sessions? ☒ Yes ☐ No
- (b) If they are not involved in officer safety, what are the reasons?

2. TRAINING AND CERTIFICATION	EVALUATED YES	ACTION REQUIRED YES	CORRECTED
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a. Do training records indicate formal training has been received and certified? ☒ Yes ☐ No

(1) Do records reflect annual certification of traffic officers and sergeants for proficiency in enforcement tactics, physical methods of arrest, and the proper use of safety equipment (use of force)? Have certifications been recorded for:

(a) Searching techniques. ☒ Yes ☐ No

(b) Handcuffing. ☒ Yes ☐ No

(c) Use of safety equipment. ☒ Yes ☐ No

(d) Suspect control. ☒ Yes ☐ No

(e) High risk and felony stops. ☒ Yes ☐ No

(f) Hostage control. ☒ Yes ☐ No

(g) Prisoner transportation. ☒ Yes ☐ No

(h) Radio control head operation. ☒ Yes ☐ No

STATE OF CALIFORNIA
DEPARTMENT OF CALIFORNIA HIGHWAY PATROL
AREA MANAGEMENT EVALUATION
OFFICER SAFETY

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(2) Is the command dedicating enough time toward training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Do training records reflect certifications for officers and sergeants are current?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(b) Is there an established follow-up procedure to assure timely recertification of all officers and sergeants?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
b. Do Area supervisors review CHP 121s, CHP 121As, pursuit investigations, personnel complaints, and employ general observations to determine if proper enforcement tactics are being used in the Area?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are well-handled incidents recorded for future training purposes?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are use of force situations closely reviewed to ascertain if all uniformed personnel understand when, and what level of force, is justified?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Does an examination of CHP 100, CHP 118s, and citizen complaints indicate a through review is being made?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Do Area supervisors notify those officers who are not proficient and ensure refresher training is made available?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Is refresher training required prior to certification?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are the number of training hours necessary to accomplish certification indicated on the CHP 270?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Is any pattern of training weakness apparent?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Have necessary remedial steps been taken to assure thorough and continuous proficiency in all categories?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
d. Does the command have an adequate number of instructors?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Is instructor proficiency maintained?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Has an individual been given responsibility for the program?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Does that individual ensure the quality and level of proficiency is maintained?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Are there adequate and properly maintained facilities and equipment available for officer safety training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) What is the quality and quantity of the training being given?		
(5) Have the supervisor and his/her alternate received proper training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
3. SAFETY EQUIPMENT	EVALUATED YES	ACTION REQUIRED NO
a. Is Oleoresin Capsicum (OC) spray (pepper spray) carried by all uniformed personnel, captain and below, while on duty, in uniform?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Is OC spray used when the need is indicated? Are notations made on booking sheets when OC spray is utilized to subdue a subject?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) When an officer is assaulted and an injury occurs, are the supervisors noting the use/nonuse of OC spray on the CHP 121?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Are individuals who are exposed to OC spray decontaminated by flushing the affected area with clear water within 30 minutes?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

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(a) Do Area patrol cars carry at least two 500 mil. bottles of saline solution?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Are officers/sergeants familiar with the decontamination and first-aid procedure?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Are officers/sergeants familiar with the function of their duty holsters?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Can officers/sergeants draw and fire their weapon, re-holster and without looking at the holster, fasten the safety strap with one hand?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Can officers and sergeants draw and fire their weapons within one and a half seconds, using one hand?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Is there personal confirmation by the testing officer that all weapons are unloaded prior to holster-related exercises?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Are officers/sergeants proficient in reloading their weapons?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
d. Do officers/sergeants routinely practice with their batons?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do officers/sergeants carry their batons on all enforcement stops?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Can officers/sergeants successfully demonstrate approved baton techniques?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
e. Do all uniformed personnel wear body armor?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Were required reports submitted to Supply Services Unit, per policy, for any incidents where body armor was struck by a bullet or other penetrating type instrument?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
(a) If so, did the involved officer receive a complete physical examination?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
f. Are holsters, ammunition, magazines, magazine pouches, handcuffs, handcuff case, and OC spray projectors inspected in conjunction with the annual performance appraisal?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(1) Do CHP 311 forms indicate compliance?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(2) Were deficiencies corrected within 30 days of the inspection?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

4. FIREARMS

	EVALUATED YES	ACTION REQUIRED YES	CORRECTED
a. Has the requirement for quarterly review of policy regulating discharge of firearms been compiled with?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(1) Do officers thoroughly understand the policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(a) Do incidents involving firearms show proper understanding of the policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
b. Are shoots conducted as required by policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(1) Have steps been taken to correct training deficiencies?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(2) Are weapons training and maintenance records readily available? Current?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(3) Do training records show qualification with all authorized weapons, day/night shoots, etc.?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
c. Does the Area have a range officer?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(1) Has the officer completed Academy training for range officers?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(2) Does the officer supervise all shoots?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(3) Is the officer well-organized in his/her training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(4) Is there a designated alternate to the range officer?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(a) Has that officer received Academy training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	

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d. Are range facilities adequate for pistol, rifle, shotgun and night shoots?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) If not, has alternate training been established and plans developed to obtain adequate facilities?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Do plans follow instructions for range contract renegotiations?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Have future range needs been considered?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
e. Is an effective and efficient inventory process for shotguns, rifles, and ammunition in place?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Have shotguns been inventoried as required?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Are all shotguns accounted for?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Is maintenance/cleaning done as required?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Are shotguns fired annually to ensure operable condition?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Have tactical rifles been inventoried as required?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Are all tactical rifles accounted for?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Is maintenance/cleaning done as required?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Is there adequate storage when the weapons are not being carried by on-duty officers?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(d) Is there an effective method for assignment and control?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Is there a procedure in place to periodically audit ammunition? Are the following steps in the audit process taken?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Beginning inventory determined?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Has the total amount of ammunition ordered by requisition as well as returned (unused) ammunition been determined?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Has the total rounds issued per ammunition records been determined?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(d) Has a physical inventory of ammunition been taken?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(e) Has the physical count been compared to the balance on hand according to the inventory record?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(f) Have rounds issued per training records been compared to rounds fired per shooting rosters?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(g) Has the mathematical accuracy of the inventory records been tested?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(h) When ammunition orders are received from Supply Services Unit, is the merchandise inspected, quantities checked against the packing/shipping documents, exceptions noted, and receipt acknowledged immediately upon delivery?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
f. Is policy adhered to requiring firearms not to be drawn, loaded, or unloaded except in the clearing tube?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Does location of the clearing tube(s) provide safety to personnel in or about the office in the event of an accidental discharge?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
g. Are weapons training records maintained as required per policy? Has record reliability been determined by testing the accuracy of the following recorded information?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do the dates recorded on the various records correspond to the actual date training was conducted?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Do training dates correspond to the activity information on the employee's CHP 415?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

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(3) Do training dates closely correspond to the dates ammunition was issued for training (per inventory records)? ☒ Yes ☐ No

(4) Was ammunition issued for training (per inventory records) compared with the actual amount expended (per the shooting roster)? ☒ Yes ☐ No

(a) Once done, was the disposition of any unused ammunition verified for those training days tested? ☒ Yes ☐ No

(5) Are records kept updated as training takes place? ☒ Yes ☐ No

(6) Is training recorded on the employee's CHP 270 and in ETRS? ☒ Yes ☐ No

(7) Is required information recorded in accordance with established guidelines and instructions? ☒ Yes ☐ No

(8) Is a roster maintained for each shoot which includes all pertinent information (type of shoot, scores, date, etc.)? ☒ Yes ☐ No

h. Is there a procedure in place which ensures the person processing the ammunition requisition is not involved with the receiving and recording of ammunition inventory? ☒ Yes ☐ No

(1) Is a similar procedure in place which ensures the person recording weapons training information is not involved with handling and recording ammunition? ☒ Yes ☐ No

(2) Is access to the ammunition storage and inventory records limited to the ammunition officer and supervisor or backup employee? ☒ Yes ☐ No

i. If Area has a resident post (RP), what procedures are used to ensure weapons training of RP officers? NO RESIDENT POST

(1) If RP handles ammunition, are proper accountability procedures in place? ☐ Yes ☐ No

j. Are required inspections conducted in conjunction with the annual CHP 118? ☒ Yes ☐ No

(1) Is a second inspection of the primary firearm conducted every six months? ☒ Yes ☐ No

5. PHYSICAL METHODS OF ARREST

EVALUATED

YES

ACTION REQUIRED

NO

CORRECTED

a. Do officers practice weaponless defense? ☒ Yes ☐ No

(1) Are officers familiar with the opponent's five weakest points? ☒ Yes ☐ No

(2) Have officers with previous assault injuries thoroughly familiarized themselves with weaponless defense? ☒ Yes ☐ No

b. Were demonstrations of the following control techniques by officers observed:

(1) Control holds. ☒ Yes ☐ No

(2) Punches. ☒ Yes ☐ No

(3) Strikes. ☒ Yes ☐ No

(4) Blocks. ☒ Yes ☐ No

(5) Defensive kicks. ☒ Yes ☐ No

(6) Defenses against grabs. ☒ Yes ☐ No

(7) Defenses against weapons. ☒ Yes ☐ No

(8) Ground defense and takedowns. ☒ Yes ☐ No

(9) Placing and removing suspects into and from vehicles. ☒ Yes ☐ No

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c. Were observations of practical handcuffing techniques made?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Can officers successfully apply handcuffs to a suspect who is standing, kneeling, prone, or uncooperative?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are all uniformed personnel knowledgeable of departmental policy on handcuffing?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
d. Are all persons subjected to physical arrest searched for offensive weapons?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Has the local jail's experience with CHP arrests been reviewed?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Has a practical demonstration of preliminary frisks and thorough searches been observed?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Do all officers know guidelines pertaining to searches of the opposite sex as outlined in policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

6. ENFORCEMENT TACTICS

EVALUATED	ACTION REQUIRED	CORRECTED
YES	NO	

a. Do sergeants and officers have knowledge of proper procedures which should be followed during each of the five options of an enforcement stop?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Do officers have a constant awareness of their personal safety during enforcement stops and when apprehending suspected or known criminals?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Were demonstrations of an enforcement stop observed which show the officers' ability to safely control the situation at all times regardless of the level of hazard presented?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Is the violator stop effectively made?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Is the violator completely controlled?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Is the prisoner properly prepared for transportation?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Is there evidence of pre-planning and coordination with allied agencies to prepare beat officers for hostage situations?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do officers understand their role is limited to containment of the incident until relieved by the authority having jurisdiction?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are officers aware of the need to maintain fire discipline at all times?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Are officers knowledgeable of their responsibility to detain potential witnesses, control ingress and egress to the scene, evacuate the area if required, and render necessary medical aid?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) Were various officers and supervisors questioned to determine their knowledge of the CHP role in hostage incidents?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

7. PURSUITS

EVALUATED	ACTION REQUIRED	CORRECTED
YES	NO	

a. Are all uniformed personnel well-versed in policy regarding the conduct of pursuits?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Number of units?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) When to discontinue?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Were pursuit critiques checked to determine if the pursuits comply with enforcement guidelines listed in policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Where noncompliance is indicated, were corrective actions taken?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Does the Area have written guidelines or plans to ensure proper coordination with allied agencies during pursuits?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

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(1) Are any written agreements on file?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(2) Is Division involved in the planning process?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Does the Area have and use a pursuit training guide tailored to the specific needs of the command?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
8. FORCIBLE STOPS	EVALUATED YES	ACTION REQUIRED NO
a. Are Area personnel knowledgeable regarding the policy on forcible stops?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Does the Area follow departmental policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Have forcible stop reports been reviewed for compliance with policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) If forcible stop policy has not been complied with, has corrective action been taken or training conducted?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
9. ROADBLOCKS	EVALUATED YES	ACTION REQUIRED NO
a. Has the Area worked with allied agencies to develop plans for establishing roadblocks and deployment of the hollow spike strip?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are strategic points and personnel assignments outlined?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Have the officers received instructions on the proper methods of establishing roadblocks?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Have interagency training sessions been conducted?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
10. RADIO FAMILIARIZATION	EVALUATED YES	ACTION REQUIRED NO
a. Are officers familiar with all aspects of the radio control head?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Can officers demonstrate how to change the radio from their home Area to another Area/Division?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Can officers efficiently operate all emergency equipment from the radio head?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

On July 30, 2008, Coastal Division training unit conducted a formal Chapter 17 Management evaluation.

1. COMMAND INVOLVEMENT:

- a. The Ventura Area command emphasizes the importance of proper enforcement tactics as a means toward lowering incidences of occupational injuries. A random check of 5 officers revealed that the command ensures that at least one officer safety related comment be included on all monthly CHP 100 forms and CHP 118 evaluations.

2. TRAINING AND CERTIFICATION:

- a. The Area's training records were evaluated and reflected that the required training for all officers and sergeants has been properly conducted.
 - (1). Each year, all officers and sergeants are certified in OST/PMA by the 4th quarter Area training day. If an employee is not present during the required certification, a deficiency list is completed and those employees are scheduled for a make up training day. During this inspection, we discovered only one sergeant had not been certified at this point. The Area has the remaining Officers and Sergeants scheduled to be certified prior to the end of the year. **Refer to Item #1**
- b. Though most of the employees' of this command were certified and recorded in accordance with departmental policy, there is no system in place for employees who missed training to document training once complete.
- c. Refresher training in a scenario format has been provided by the area prior to OST/PMA certification.
- d. The Ventura Area currently has eleven certified OST/PMA instructors. A supervisor is present at all certification sessions to ensure quality and quantity of training.

3. SAFETY EQUIPMENT:

- a. All uniformed employees carry the Oleoresin Capsicum (OC) spray while on duty. Each employee has been provided the necessary follow up training as to the departmental policy in regards to the discharge of and the reporting of the OC spray.
- e. All uniformed employees wear soft body armor as required by policy. The Area has made a list of expired vests and is processing vest to become current

During the inspection, it was noted that several of officers did not have a current CHP 311 noted in ETRS per HPM 11.2, 10-1. **Refer to Item #2**

4. FIREARMS:

- a. After an examination of the areas Monthly Pistol, Rifle and Shotgun shoots, it was determined that many of the Officers in the area are not current in their rifle shoots. Some of the Officers are also deficient in their quarterly shotgun shoots. **Refer to narrative and Item #3**
- b. The Area has access to one range facility at this time which they share with the Moorpark Area and the Conejo Inspection Facility. The area is experiencing minor problems with their officers attending the range.
- f. Policy is adhered to in regards to the loading and unloading of firearms utilizing the clearing tube.
- h. The Area follows proper policy and procedure when a supply of ammunition is received. As well as issuing ammunition for range training. A Sergeant and a Lieutenant check the ammunition into the armory when the quarterly order arrives. Additionally, one Sergeant and one Lieutenant complete a quarterly audit of all ammunition.

5. PHYSICAL METHODS OF ARREST:

- a. During the Chapter 17 at Ventura Area Office, officers were questioned on weaponless defense. All the officers questions were familiar with the five weakest points.
- b. I observed officers perform handcuffing techniques. All techniques were conducted within departmental standards.

Off. Sobyra #18988 demonstrated the Bent Wrist technique and Full Search. Officer Sobyra did an **outstanding job** and required no assistance.

Officer Gonzales #14736 demonstrated the Twist Lock technique and Preliminary Frisk. He did an **outstanding job** and required no assistance.

- c. Officer Holguin #18963 and Officer Meador #15739 completed a Felony Car Stop scenario. Officer Holguin use an approved Felony Kneeling technique (due to suspect in uniform) to handcuff the subject. Officer Holguin did an **outstanding job**. Partner Officer Meador showed **excellent** communication and radio operations.

EVALUATION: It is apparent Ventura Area takes PMA/OST seriously and their officers were well versed in PMA and weaponless defense as outlined in HPM 70.6

6. ENFORCEMENT TACTICS:

- a. During OST/PMA certifications, an Area sergeant observed the officers practicing handcuffing techniques. All techniques were conducted within Departmental standards.

7. PURSUITS:

- a. All uniformed employees have received required quarterly training regarding pursuits. All Officers' questioned, were able to provide proper responses in regards to the Department's pursuit policy.

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AREA MOORPARK AREA	DIVISION COASTAL	NUMBER
EVALUATED BY FIELD OPERATIONS		DATE 10/28/2008

INSTRUCTIONS: Indicate items reviewed by placing a check in the "Evaluated" box and/or the "Action Required" box. If this form is used as a Correction Report, the "Correction" box should be initialed and dated as deficiencies are corrected. Answer individual items with "yes" or "no" answers, or fill in the blanks as indicated. If additional comments are necessary, the information can be placed on the CHP 454, Area Management Evaluation Supplement. The Supplement should include significant findings, accomplishments or corrective actions, unresolved items, problems or progress, and the evaluator's overall impressions. This form can be completed in pen or pencil, and the Supplement can be handwritten if desired.

TYPE OF EVALUATION <input checked="" type="checkbox"/> Formal Evaluation <input type="checkbox"/> Informal Evaluation		SUSPENSE DATE	
FOLLOW-UP REQUIRED <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Correction Report BY _____	COMMANDER'S REVIEW DATE

COMMAND INVOLVEMENT

EVALUATED YES	ACTION REQUIRED NO	CORRECTED
a. Does the command emphasize importance of proper enforcement tactics to achieve the lowest possible incidence of injuries incurred by officers? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
(1) Does the commander stress importance of proper enforcement tactics, including use of force? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
(2) Does the safety record of the command reflect an awareness of proper tactics? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
(3) Do the officers' CHP 100 and CHP 118s, Performance Appraisals, contain comments on officer safety? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
b. Are the commander and lieutenants knowledgeable of enforcement tactics, physical methods of arrest, proper use of force, and the correct use of safety equipment? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
(1) Is this knowledge applied properly in critiques of incidents involving officers and sergeants? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
(2) Do the captain and lieutenants maintain a minimum level of enforcement skills? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
(a) Do they attend officer safety training sessions? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
(b) If they are not involved in officer safety, what are the reasons?		

TRAINING AND CERTIFICATION

EVALUATED YES	ACTION REQUIRED YES	CORRECTED
a. Do training records indicate formal training has been received and certified? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
(1) Do records reflect annual certification of traffic officers and sergeants for proficiency in enforcement tactics, physical methods of arrest, and the proper use of safety equipment (use of force)? Have certifications been recorded for:		
(a) Searching techniques. <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
(b) Handcuffing. <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
(c) Use of safety equipment. <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
(d) Suspect control. <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
(e) High risk and felony stops. <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
(f) Hostage control. <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
(g) Prisoner transportation. <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
(h) Radio control head operation. <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		

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(2) Is the command dedicating enough time toward training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Do training records reflect certifications for officers and sergeants are current?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(b) Is there an established follow-up procedure to assure timely recertification of all officers and sergeants?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Do Area supervisors review CHP 121s, CHP 121As, pursuit investigations, personnel complaints, and employ general observations to determine if proper enforcement tactics are being used in the Area?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are well-handled incidents recorded for future training purposes?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are use of force situations closely reviewed to ascertain if all uniformed personnel understand when, and what level of force, is justified?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Does an examination of CHP 100, CHP 118s, and citizen complaints indicate a thorough review is being made?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Do Area supervisors notify those officers who are not proficient and ensure refresher training is made available?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Is refresher training required prior to certification?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are the number of training hours necessary to accomplish certification indicated on the CHP 270?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Is any pattern of training weakness apparent?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(b) Have necessary remedial steps been taken to assure thorough and continuous proficiency in all categories?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
d. Does the command have an adequate number of instructors?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Is instructor proficiency maintained?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Has an individual been given responsibility for the program?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Does that individual ensure the quality and level of proficiency is maintained?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Are there adequate and properly maintained facilities and equipment available for officer safety training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) What is the quality and quantity of the training being given?	THE MOORPARK AREA ENSURES DEPARTMENTAL POLICY IS ADHERED TO WITH REGARDS TO THE QUALITY OF TRAINING RECEIVED.	

(5) Have the supervisor and his/her alternate received proper training? ☒ Yes ☐ No

SAFETY EQUIPMENT

	EVALUATED YES	ACTION REQUIRED YES	CORRECTED
a. Is Oleoresin Capsicum (OC) spray (pepper spray) carried by all uniformed personnel, captain and below, while on duty, in uniform?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(1) Is OC spray used when the need is indicated? Are notations made on booking sheets when OC spray is utilized to subdue a subject?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(2) When an officer is assaulted and an injury occurs, are the supervisors noting the use/nonuse of OC spray on the CHP 121?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(3) Are individuals who are exposed to OC spray decontaminated by flushing the affected area with clear water within 30 minutes?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

(a) Do Area patrol cars carry at least two 500 mil. bottles of saline solution?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Are officers/sergeants familiar with the decontamination and first-aid procedure?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Are officers/sergeants familiar with the function of their duty holsters?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Can officers/sergeants draw and fire their weapon, re-holster and without looking at the holster, fasten the safety strap with one hand?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Can officers and sergeants draw and fire their weapons within one and a half seconds, using one hand?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Is there personal confirmation by the testing officer that all weapons are unloaded prior to holster-related exercises?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Are officers/sergeants proficient in reloading their weapons?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
d. Do officers/sergeants routinely practice with their batons?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do officers/sergeants carry their batons on all enforcement stops?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Can officers/sergeants successfully demonstrate approved baton techniques?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
e. Do all uniformed personnel wear body armor?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Were required reports submitted to Supply Services Unit, per policy, for any incidents where body armor was struck by a bullet or other penetrating type instrument?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) If so, did the involved officer receive a complete physical examination?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
f. Are holsters, ammunition, magazines, magazine pouches, handcuffs, handcuff case, and OC spray projectors inspected in conjunction with the annual performance appraisal?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(1) Do CHP 311 forms indicate compliance?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Were deficiencies corrected within 30 days of the inspection?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
FIREARMS	EVALUATED YES	ACTION REQUIRED YES
a. Has the requirement for quarterly review of policy regulating discharge of firearms been compiled with?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do officers thoroughly understand the policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Do incidents involving firearms show proper understanding of the policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Are shoots conducted as required by policy?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(1) Have steps been taken to correct training deficiencies?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are weapons training and maintenance records readily available? Current?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Do training records show qualification with all authorized weapons, day/night shoots, etc.?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Does the Area have a range officer?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Has the officer completed Academy training for range officers?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Does the officer supervise all shoots?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Is the officer well-organized in his/her training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) Is there a designated alternate to the range officer?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Has that officer received Academy training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

AREA MANAGEMENT EVALUATION

OFFICER SAFETY

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d. Are range facilities adequate for pistol, rifle, shotgun and night shoots?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) If not, has alternate training been established and plans developed to obtain adequate facilities?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Do plans follow instructions for range contract renegotiations?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Have future range needs been considered?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
e. Is an effective and efficient inventory process for shotguns, rifles, and ammunition in place?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Have shotguns been inventoried as required?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Are all shotguns accounted for?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Is maintenance/cleaning done as required?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Are shotguns fired annually to ensure operable condition?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Have tactical rifles been inventoried as required?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Are all tactical rifles accounted for?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Is maintenance/cleaning done as required?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Is there adequate storage when the weapons are not being carried by on-duty officers?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(d) Is there an effective method for assignment and control?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Is there a procedure in place to periodically audit ammunition? Are the following steps in the audit process taken?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Beginning inventory determined?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Has the total amount of ammunition ordered by requisition as well as returned (unused) ammunition been determined?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Has the total rounds issued per ammunition records been determined?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(d) Has a physical inventory of ammunition been taken?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(e) Has the physical count been compared to the balance on hand according to the inventory record?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(f) Have rounds issued per training records been compared to rounds fired per shooting rosters?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(g) Has the mathematical accuracy of the inventory records been tested?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(h) When ammunition orders are received from Supply Services Unit, is the merchandise inspected, quantities checked against the packing/shipping documents, exceptions noted, and receipt acknowledged immediately upon delivery?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
f. Is policy adhered to requiring firearms not to be drawn, loaded, or unloaded except in the clearing tube?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Does location of the clearing tube(s) provide safety to personnel in or about the office in the event of an accidental discharge?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
g. Are weapons training records maintained as required per policy? Has record reliability been determined by testing the accuracy of the following recorded information?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do the dates recorded on the various records correspond to the actual date training was conducted?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Do training dates correspond to the activity information on the employee's CHP 415?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

(3) Do training dates closely correspond to the dates ammunition was issued for training (per inventory records)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) Was ammunition issued for training (per inventory records) compared with the actual amount expended (per the shooting roster)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Once done, was the disposition of any unused ammunition verified for those training days tested?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(5) Are records kept updated as training takes place?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(6) Is training recorded on the employee's CHP 270 and in ETRS?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(7) Is required information recorded in accordance with established guidelines and instructions?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(8) Is a roster maintained for each shoot which includes all pertinent information (type of shoot, scores, date, etc.)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
h. Is there a procedure in place which ensures the person processing the ammunition requisition is not involved with the receiving and recording of ammunition inventory?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Is a similar procedure in place which ensures the person recording weapons training information is not involved with handling and recording ammunition?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Is access to the ammunition storage and inventory records limited to the ammunition officer and supervisor or backup employee?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
i. If Area has a resident post (RP), what procedures are used to ensure weapons training of RP officers?		
(1) If RP handles ammunition, are proper accountability procedures in place?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
j. Are required inspections conducted in conjunction with the annual CHP 118?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Is a second inspection of the primary firearm conducted every six months?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

PHYSICAL METHODS OF ARREST	EVALUATED YES	ACTION REQUIRED NO	CORRECTED
a. Do officers practice weaponless defense?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(1) Are officers familiar with the opponent's five weakest points?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(2) Have officers with previous assault injuries thoroughly familiarized themselves with weaponless defense?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
b. Were demonstrations of the following control techniques by officers observed:			
(1) Control holds.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(2) Punches.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(3) Strikes.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(4) Blocks.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(5) Defensive kicks.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(6) Defenses against grabs.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(7) Defenses against weapons.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(8) Ground defense and takedowns.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(9) Placing and removing suspects into and from vehicles.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	

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c. Were observations of practical handcuffing techniques made? ☒ Yes ☐ No

(1) Can officers successfully apply handcuffs to a suspect who is standing, kneeling, prone, or uncooperative? ☒ Yes ☐ No

(2) Are all uniformed personnel knowledgeable of departmental policy on handcuffing? ☒ Yes ☐ No

d. Are all persons subjected to physical arrest searched for offensive weapons? ☒ Yes ☐ No

(1) Has the local jail's experience with CHP arrests been reviewed? ☒ Yes ☐ No

(2) Has a practical demonstration of preliminary frisks and thorough searches been observed? ☒ Yes ☐ No

(3) Do all officers know guidelines pertaining to searches of the opposite sex as outlined in policy? ☒ Yes ☐ No

ENFORCEMENT TACTICS

EVALUATED

YES

ACTION REQUIRED

NO

CORRECTED

a. Do sergeants and officers have knowledge of proper procedures which should be followed during each of the five options of an enforcement stop? ☒ Yes ☐ No

b. Do officers have a constant awareness of their personal safety during enforcement stops and when apprehending suspected or known criminals? ☒ Yes ☐ No

(1) Were demonstrations of an enforcement stop observed which show the officers' ability to safely control the situation at all times regardless of the level of hazard presented? ☒ Yes ☐ No

(a) Is the violator stop effectively made? ☒ Yes ☐ No

(b) Is the violator completely controlled? ☒ Yes ☐ No

(c) Is the prisoner properly prepared for transportation? ☒ Yes ☐ No

c. Is there evidence of pre-planning and coordination with allied agencies to prepare beat officers for hostage situations? ☒ Yes ☐ No

(1) Do officers understand their role is limited to containment of the incident until relieved by the authority having jurisdiction? ☒ Yes ☐ No

(2) Are officers aware of the need to maintain fire discipline at all times? ☒ Yes ☐ No

(3) Are officers knowledgeable of their responsibility to detain potential witnesses, control ingress and egress to the scene, evacuate the area if required, and render necessary medical aid? ☒ Yes ☐ No

(4) Were various officers and supervisors questioned to determine their knowledge of the CHP role in hostage incidents? ☒ Yes ☐ No

PURSUIITS

EVALUATED

YES

ACTION REQUIRED

NO

CORRECTED

a. Are all uniformed personnel well-versed in policy regarding the conduct of pursuits? ☒ Yes ☐ No

(1) Number of units? ☒ Yes ☐ No

(2) When to discontinue? ☒ Yes ☐ No

(3) Were pursuit critiques checked to determine if the pursuits comply with enforcement guidelines listed in policy? ☒ Yes ☐ No

(a) Where noncompliance is indicated, were corrective actions taken? ☒ Yes ☐ No

b. Does the Area have written guidelines or plans to ensure proper coordination with allied agencies during pursuits? ☒ Yes ☐ No

AREA MANAGEMENT EVALUATION**OFFICER SAFETY**

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(1) Are any written agreements on file?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(2) Is Division involved in the planning process?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(3) Does the Area have and use a pursuit training guide tailored to the specific needs of the command?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
FORCIBLE STOPS	EVALUATED YES	ACTION REQUIRED NO
a. Are Area personnel knowledgeable regarding the policy on forcible stops?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Does the Area follow departmental policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Have forcible stop reports been reviewed for compliance with policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) If forcible stop policy has not been complied with, has corrective action been taken or training conducted?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
ROADBLOCKS	EVALUATED YES	ACTION REQUIRED NO
a. Has the Area worked with allied agencies to develop plans for establishing roadblocks and deployment of the hollow spike strip?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are strategic points and personnel assignments outlined?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Have the officers received instructions on the proper methods of establishing roadblocks?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Have interagency training sessions been conducted?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
R. RADIO FAMILIARIZATION	EVALUATED YES	ACTION REQUIRED NO
a. Are officers familiar with all aspects of the radio control head?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Can officers demonstrate how to change the radio from their home Area to another Area/Division?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Can officers efficiently operate all emergency equipment from the radio head?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

On October 28, 2008, Coastal Division training unit conducted a formal Chapter 17 Management evaluation.

1. COMMAND INVOLVEMENT:

- a. The Moorpark Area command emphasizes the importance of proper enforcement tactics as a means toward lowering incidences of occupational injuries. This was evidenced by the fact that the command stresses the importance of road patrol.
- (3.) A random check of officers revealed that the command ensures that at least one officer safety related comment is included on all monthly CHP 100 forms and CHP 118 evaluations.

2. TRAINING AND CERTIFICATION:

- a. The Area's training records were evaluated and reflected that the required training for all officers and sergeants has been properly conducted.
 - (1). Each year, all officers and sergeants are certified in OST/PMA by the 4th quarter Area training day. If an employee is not present during the required certification, a make up is scheduled. During this inspection, we discovered 10 officers and 1 sergeant were deficient in their PMA Certification. There was no plan in place at the time of the inspection to correct this issue. **Refer to item #1**
- c. Refresher training in a scenario format has been provided by the area prior to OST/PMA certification.
- d. The Moorpark Area currently has two certified OST/PMA instructor. A supervisor is present at all certification sessions to ensure quality and quantity of training.

3. SAFETY EQUIPMENT:

- a. All uniformed employees carry the Oleoresin Capsicum (OC) spray while on duty. Each employee has been provided the necessary follow up training as to the departmental policy in regards to the discharge of and the reporting of the OC spray.
- e. All uniformed employees wear soft body armor as required by policy. 22 vests are documented on the Expiration Report. After speaking with the training officer he explained most officers had new vests, but the serial numbers and dates had not been entered into ETRS. This was something that needed to be corrected by the Area. **Refer to Item #2.**
- f. During the inspection, it was noted that none of the officers had current CHP 311 noted in ETRS per HPM 11.2, 10-1. After a check of personnel files this was confirmed and it is necessary for the command to immediately address this discrepancy. **Refer to Item #3.**

4. FIREARMS:

- b. After an examination of the areas Monthly Pistol, Rifle and Shotgun shoots, it was determined several uniformed personnel were not current in their pistol, rifle and shotgun shoots. It was noted that the majority of the area was able to stay current or within a couple of shoots away from staying current. However, six people, including one Sergeant were “Critically” deficient; it is recommended the area address this immediately. **Refer to Item #4.**
- d. The Area has access to one range facility and there is not current plans in place to obtain a new range contract elsewhere.
- f. Policy is adhered to in regards to the loading and unloading of firearms utilizing the clearing tube.
- h. The Area follows proper policy and procedure when a supply of ammunition is received. As well as issuing ammunition for range training. An officer and Sergeant check the ammunition into the armory when the quarterly order arrives. Additionally, an officer and a Sergeant complete a quarterly audit of all ammunition.

5. PHYSICAL METHODS OF ARREST:

- a. During the Chapter 17 at the Moorpark Area Office, Officer H. Mangus observed the officers perform handcuffing techniques. All techniques were conducted within departmental standards. Officer Goral #17627 demonstrated the Felony Prone and Standing Search techniques and Officer Goral did an **outstanding job** and required no assistance.
- b. Officer Flores #18576 demonstrated the Preliminary Frisk and Bent Wrist Techniques. Officer Flores did an **outstanding job** and required no assistance.

EVALUATION: It is apparent the Moorpark Area takes PMA/OST seriously and their officers were well versed in PMA and weaponless defense as outlined in HPM 70.6

6. ENFORCEMENT TACTICS:

- a. All techniques were conducted within Departmental standards. Officer Goral, #17627 completed a Felony stop. He completed a Felony Prone (Handswitch) and a full search. He did an **outstanding job**, communicated well and required no assistance.

7. PURSUITS:

- a. All uniformed employees have received required quarterly training regarding pursuits. All Officers' questioned, were able to provide proper responses in regards to the Department's pursuit policy.

8. RADIO FAMILIARIZATION:

- a. Officer Flores #18576 demonstrated **satisfactory** knowledge of radio control head usage, and was trained in how to change Divisions and Areas in an emergency event.

AREA Conejo I. F.	DIVISION Coastal	NUMBER 771
EVALUATED BY FIELD OPERATIONS UNIT		DATE 10/28/2008

INSTRUCTIONS: Indicate items reviewed by placing a check in the "Evaluated" box and/or the "Action Required" box. If this form is used as a Correction Report, the "Correction" box should be initialed and dated as deficiencies are corrected. Answer individual items with "yes" or "no" answers, or fill in the blanks as indicated. If additional comments are necessary, the information can be placed on the CHP 454, Area Management Evaluation Supplement. The Supplement should include significant findings, accomplishments or corrective actions, unresolved items, problems or progress, and the evaluator's overall impressions. This form can be completed in pen or pencil, and the Supplement can be handwritten if desired.

TYPE OF EVALUATION <input checked="" type="checkbox"/> Formal Evaluation <input type="checkbox"/> Informal Evaluation		SUSPENSE DATE	
FOLLOW-UP REQUIRED <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Correction Report BY _____	COMMANDER'S REVIEW DATE _____
COMMAND INVOLVEMENT		EVALUATED YES	ACTION REQUIRED NO
		CORRECTED	

- a. Does the command emphasize importance of proper enforcement tactics to achieve the lowest possible incidence of injuries incurred by officers? ☒ Yes ☐ No
- (1) Does the commander stress importance of proper enforcement tactics, including use of force? ☒ Yes ☐ No
- (2) Does the safety record of the command reflect an awareness of proper tactics? ☒ Yes ☐ No
- (3) Do the officers' CHP 100 and CHP 118s, Performance Appraisals, contain comments on officer safety? ☒ Yes ☐ No
- b. Are the commander and lieutenants knowledgeable of enforcement tactics, physical methods of arrest, proper use of force, and the correct use of safety equipment? ☒ Yes ☐ No
- (1) Is this knowledge applied properly in critiques of incidents involving officers and sergeants? ☒ Yes ☐ No
- (2) Do the captain and lieutenants maintain a minimum level of enforcement skills? ☒ Yes ☐ No
- (a) Do they attend officer safety training sessions? ☒ Yes ☐ No
- (b) If they are not involved in officer safety, what are the reasons?

TRAINING AND CERTIFICATION	EVALUATED YES	ACTION REQUIRED YES	CORRECTED
a. Do training records indicate formal training has been received and certified?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
(1) Do records reflect annual certification of traffic officers and sergeants for proficiency in enforcement tactics, physical methods of arrest, and the proper use of safety equipment (use of force)? Have certifications been recorded for:			
(a) Searching techniques.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
(b) Handcuffing.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
(c) Use of safety equipment.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
(d) Suspect control.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
(e) High risk and felony stops.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
(f) Hostage control.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
(g) Prisoner transportation.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
(h) Radio control head operation.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		

(2) Is the command dedicating enough time toward training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Do training records reflect certifications for officers and sergeants are current?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(b) Is there an established follow-up procedure to assure timely recertification of all officers and sergeants?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Do Area supervisors review CHP 121s, CHP 121As, pursuit investigations, personnel complaints, and employ general observations to determine if proper enforcement tactics are being used in the Area?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are well-handled incidents recorded for future training purposes?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are use of force situations closely reviewed to ascertain if all uniformed personnel understand when, and what level of force, is justified?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Does an examination of CHP 100, CHP 118s, and citizen complaints indicate a through review is being made?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Do Area supervisors notify those officers who are not proficient and ensure refresher training is made available?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Is refresher training required prior to certification?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are the number of training hours necessary to accomplish certification indicated on the CHP 270?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Is any pattern of training weakness apparent?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Have necessary remedial steps been taken to assure thorough and continuous proficiency in all categories?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
d. Does the command have an adequate number of instructors?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Is instructor proficiency maintained?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Has an individual been given responsibility for the program?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Does that individual ensure the quality and level of proficiency is maintained?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Are there adequate and properly maintained facilities and equipment available for officer safety training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) What is the quality and quantity of the training being given? The quality of training is good. It might be beneficial to have PMA refresher training mid-year to ensure parishable skills do not diminish.		
(5) Have the supervisor and his/her alternate received proper training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

SAFETY EQUIPMENT	EVALUATED YES	ACTION REQUIRED YES	CORRECTED
a. Is Oleoresin Capsicum (OC) spray (pepper spray) carried by all uniformed personnel, captain and below, while on duty, in uniform?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(1) Is OC spray used when the need is indicated? Are notations made on booking sheets when OC spray is utilized to subdue a subject?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(2) When an officer is assaulted and an injury occurs, are the supervisors noting the use/nonuse of OC spray on the CHP 121?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(3) Are individuals who are exposed to OC spray decontaminated by flushing the affected area with clear water within 30 minutes?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

AREA MANAGEMENT EVALUATION

OFFICER SAFETY

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(a) Do Area patrol cars carry at least two 500 mil. bottles of saline solution?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Are officers/sergeants familiar with the decontamination and first-aid procedure?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Are officers/sergeants familiar with the function of their duty holsters?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Can officers/sergeants draw and fire their weapon, re-holster and without looking at the holster, fasten the safety strap with one hand?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Can officers and sergeants draw and fire their weapons within one and a half seconds, using one hand?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Is there personal confirmation by the testing officer that all weapons are unloaded prior to holster-related exercises?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Are officers/sergeants proficient in reloading their weapons?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
d. Do officers/sergeants routinely practice with their batons?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do officers/sergeants carry their batons on all enforcement stops?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Can officers/sergeants successfully demonstrate approved baton techniques?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
e. Do all uniformed personnel wear body armor?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Were required reports submitted to Supply Services Unit, per policy, for any incidents where body armor was struck by a bullet or other penetrating type instrument?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) If so, did the involved officer receive a complete physical examination?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
f. Are holsters, ammunition, magazines, magazine pouches, handcuffs, handcuff case, and OC spray projectors inspected in conjunction with the annual performance appraisal?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(1) Do CHP 311 forms indicate compliance?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Were deficiencies corrected within 30 days of the inspection?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

FIREARMS	EVALUATED	ACTION REQUIRED	CORRECTED
	YES	YES	
a. Has the requirement for quarterly review of policy regulating discharge of firearms been compiled with?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(1) Do officers thoroughly understand the policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(a) Do incidents involving firearms show proper understanding of the policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
b. Are shoots conducted as required by policy?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
(1) Have steps been taken to correct training deficiencies?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(2) Are weapons training and maintenance records readily available? Current?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(3) Do training records show qualification with all authorized weapons, day/night shoots, etc.?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
c. Does the Area have a range officer?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(1) Has the officer completed Academy training for range officers?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(2) Does the officer supervise all shoots?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(3) Is the officer well-organized in his/her training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(4) Is there a designated alternate to the range officer?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(a) Has that officer received Academy training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	

AREA MANAGEMENT EVALUATION**OFFICER SAFETY**

CHP 453S (Rev. 6-06) OPI 009

d. Are range facilities adequate for pistol, rifle, shotgun and night shoots?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) If not, has alternate training been established and plans developed to obtain adequate facilities?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Do plans follow instructions for range contract renegotiations?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Have future range needs been considered?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
e. Is an effective and efficient inventory process for shotguns, rifles, and ammunition in place?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Have shotguns been inventoried as required?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Are all shotguns accounted for?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Is maintenance/cleaning done as required?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Are shotguns fired annually to ensure operable condition?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Have tactical rifles been inventoried as required?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Are all tactical rifles accounted for?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Is maintenance/cleaning done as required?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Is there adequate storage when the weapons are not being carried by on-duty officers?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(d) Is there an effective method for assignment and control?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Is there a procedure in place to periodically audit ammunition? Are the following steps in the audit process taken?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Beginning inventory determined?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Has the total amount of ammunition ordered by requisition as well as returned (unused) ammunition been determined?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Has the total rounds issued per ammunition records been determined?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(d) Has a physical inventory of ammunition been taken?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(e) Has the physical count been compared to the balance on hand according to the inventory record?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(f) Have rounds issued per training records been compared to rounds fired per shooting rosters?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(g) Has the mathematical accuracy of the inventory records been tested?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(h) When ammunition orders are received from Supply Services Unit, is the merchandise inspected, quantities checked against the packing/shipping documents, exceptions noted, and receipt acknowledged immediately upon delivery?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
f. Is policy adhered to requiring firearms not to be drawn, loaded, or unloaded except in the clearing tube?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Does location of the clearing tube(s) provide safety to personnel in or about the office in the event of an accidental discharge?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
g. Are weapons training records maintained as required per policy? Has record reliability been determined by testing the accuracy of the following recorded information?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do the dates recorded on the various records correspond to the actual date training was conducted?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Do training dates correspond to the activity information on the employee's CHP 415?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

(3) Do training dates closely correspond to the dates ammunition was issued for training (per inventory records)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) Was ammunition issued for training (per inventory records) compared with the actual amount expended (per the shooting roster)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Once done, was the disposition of any unused ammunition verified for those training days tested?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(5) Are records kept updated as training takes place?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(6) Is training recorded on the employee's CHP 270 and in ETRS?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(7) Is required information recorded in accordance with established guidelines and instructions?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(8) Is a roster maintained for each shoot which includes all pertinent information (type of shoot, scores, date, etc.)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
h. Is there a procedure in place which ensures the person processing the ammunition requisition is not involved with the receiving and recording of ammunition inventory?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Is a similar procedure in place which ensures the person recording weapons training information is not involved with handling and recording ammunition?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Is access to the ammunition storage and inventory records limited to the ammunition officer and supervisor or backup employee?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
i. If Area has a resident post (RP), what procedures are used to ensure weapons training of RP officers? N/A		

(1) If RP handles ammunition, are proper accountability procedures in place?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
j. Are required inspections conducted in conjunction with the annual CHP 118?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Is a second inspection of the primary firearm conducted every six months?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

PHYSICAL METHODS OF ARREST	EVALUATED YES	ACTION REQUIRED NO	CORRECTED
a. Do officers practice weaponless defense?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(1) Are officers familiar with the opponent's five weakest points?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(2) Have officers with previous assault injuries thoroughly familiarized themselves with weaponless defense?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
b. Were demonstrations of the following control techniques by officers observed:			
(1) Control holds.			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(2) Punches.			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(3) Strikes.			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(4) Blocks.			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(5) Defensive kicks.			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(6) Defenses against grabs.			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(7) Defenses against weapons.			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(8) Ground defense and takedowns.			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(9) Placing and removing suspects into and from vehicles.			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

c. Were observations of practical handcuffing techniques made?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Can officers successfully apply handcuffs to a suspect who is standing, kneeling, prone, or uncooperative?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are all uniformed personnel knowledgeable of departmental policy on handcuffing?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
d. Are all persons subjected to physical arrest searched for offensive weapons?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Has the local jail's experience with CHP arrests been reviewed?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Has a practical demonstration of preliminary frisks and thorough searches been observed?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Do all officers know guidelines pertaining to searches of the opposite sex as outlined in policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

ENFORCEMENT TACTICS	EVALUATED YES	ACTION REQUIRED NO	CORRECTED
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a. Do sergeants and officers have knowledge of proper procedures which should be followed during each of the five options of an enforcement stop?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Do officers have a constant awareness of their personal safety during enforcement stops and when apprehending suspected or known criminals?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Were demonstrations of an enforcement stop observed which show the officers' ability to safely control the situation at all times regardless of the level of hazard presented?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Is the violator stop effectively made?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Is the violator completely controlled?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Is the prisoner properly prepared for transportation?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Is there evidence of pre-planning and coordination with allied agencies to prepare beat officers for hostage situations?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do officers understand their role is limited to containment of the incident until relieved by the authority having jurisdiction?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are officers aware of the need to maintain fire discipline at all times?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Are officers knowledgeable of their responsibility to detain potential witnesses, control ingress and egress to the scene, evacuate the area if required, and render necessary medical aid?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) Were various officers and supervisors questioned to determine their knowledge of the CHP role in hostage incidents?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

PURSUITS	EVALUATED YES	ACTION REQUIRED NO	CORRECTED
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a. Are all uniformed personnel well-versed in policy regarding the conduct of pursuits?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Number of units?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) When to discontinue?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Were pursuit critiques checked to determine if the pursuits comply with enforcement guidelines listed in policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Where noncompliance is indicated, were corrective actions taken?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Does the Area have written guidelines or plans to ensure proper coordination with allied agencies during pursuits?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

(1) Are any written agreements on file?	EVALUATED	ACTION REQUIRED	CORRECTED
	YES	NO	
(2) Is Division involved in the planning process?			
(3) Does the Area have and use a pursuit training guide tailored to the specific needs of the command?			
FORCIBLE STOPS			
a. Are Area personnel knowledgeable regarding the policy on forcible stops?			
(1) Does the Area follow departmental policy?			
(2) Have forcible stop reports been reviewed for compliance with policy?			
(a) If forcible stop policy has not been complied with, has corrective action been taken or training conducted?			
ROADBLOCKS			
a. Has the Area worked with allied agencies to develop plans for establishing roadblocks and deployment of the hollow spike strip?			
(1) Are strategic points and personnel assignments outlined?			
(2) Have the officers received instructions on the proper methods of establishing roadblocks?			
(3) Have interagency training sessions been conducted?			
I. RADIO FAMILIARIZATION			
a. Are officers familiar with all aspects of the radio control head?			
b. Can officers demonstrate how to change the radio from their home Area to another Area/Division?			
c. Can officers efficiently operate all emergency equipment from the radio head?			

On October 28, 2008, Coastal Division training unit conducted a formal Chapter 17 Management evaluation.

1. COMMAND INVOLVEMENT:

- a. The Conejo Area command emphasizes the importance of proper enforcement tactics as a means toward lowering incidences of occupational injuries. This was evidenced by the fact that the command stresses the importance of road patrol, not just scale duties.
- (3.) A random check of 4 officers revealed that the command ensures that at least one officer safety related comment is included on all monthly CHP 100 forms and CHP 118 evaluations.

2. TRAINING AND CERTIFICATION:

- a. The Area's training records were evaluated and reflected that the required training for all officers and sergeants has been properly conducted. There were some entry issues that were corrected during the inspection.
 - (1). Each year, all officers and sergeants are certified in OST/PMA by the 4th quarter Area training day. If an employee is not present during the required certification, a make up is scheduled. During this inspection, we discovered eight officers and one sergeant were deficient in their PMA Certification. This was due to a change from anniversary certification to 4th quarter certification. The correction will be made during this 4th quarter.
Refer to item #1
- c. Refresher training in a scenario format has been provided by the area prior to OST/PMA certification.
- d. The Conejo Area currently has one certified OST/PMA instructor. A supervisor is present at all certification sessions to ensure quality and quantity of training.

3. SAFETY EQUIPMENT:

- a. All uniformed employees carry the Oleoresin Capsicum (OC) spray while on duty. Each employee has been provided the necessary follow up training as to the departmental policy in regards to the discharge of and the reporting of the OC spray.
- e. All uniformed employees wear soft body armor as required by policy. Nine vests are documented on the Expiration Report. This was something that needed to be corrected by the Area.
- f. During the inspection, it was noted that none of the officers had current CHP 311 noted in ETRS per HPM 11.2, 10-1. After a check of personnel files this was confirmed and it is necessary for the command to immediately address this discrepancy. **Refer to Item #2**

4. FIREARMS:

- b. After an examination of the areas Monthly Pistol, Rifle and Shotgun shoots, it was determined all uniformed personnel were current in their pistol shoots only. The audit team was told that due to the budget the 3rd quarter range was not available; however, in reviewing the Area's shooting record, it appears only the month of August was affected. **Refer to Item #3.**
- d. The Area has access to one range facility and the Area has an almost 100% compliance rate of officers attending the range.
- f. Policy is adhered to in regards to the loading and unloading of firearms utilizing the clearing tube.
- h. The Area follows proper policy and procedure when a supply of ammunition is received. As well as issuing ammunition for range training. An officer and Sergeant check the ammunition into the armory when the quarterly order arrives. Additionally, an officer and a Sergeant complete a quarterly audit of all ammunition.

5. PHYSICAL METHODS OF ARREST:

- a. During the Chapter 17 at Conejo Area Office, Officer H. Mangus observed the officers perform handcuffing techniques. All techniques were conducted within departmental standards. Off. Loftin #15752 demonstrated the Twist Lock and Standing Search techniques and Officer Loftin did an **outstanding job** and required no assistance.
- b. Officer Hayward, #16992 demonstrated the Preliminary Frisk and Bent Wrist and Felony Prone Techniques. Officer Hayward needed some assistance with the Preliminary Switch. Officer Hayward was unsure of where his feet should go upon approaching and searching the subject. After a brief demonstration and instruction, Officer Hayward was able to demonstrate an acceptable Preliminary Frisk.

EVALUATION: It is apparent the Conejo Area takes PMA/OST seriously and their officers were well versed in PMA and weaponless defense as outlined in HPM 70.6

6. ENFORCEMENT TACTICS:

- a. All techniques were conducted within departmental standards. Officer Hayward #16992 completed a DUI driver entry into the scale facility scenario. He completed a Felony Prone (Hand switch technique) and a full search. He did an **outstanding job**, communicated well and required no assistance.

7. PURSUITS:

- a. All uniformed employees have received required quarterly training regarding pursuits. All Officers' questioned, were able to provide proper responses in regards to the Department's pursuit policy.

8. RADIO FAMILIARIZATION:

- a. Officer C. Thomas #14170 demonstrated **satisfactory** knowledge of radio control head usage, and was trained in how to change Divisions and Areas in an emergency event.